

City of Quincy

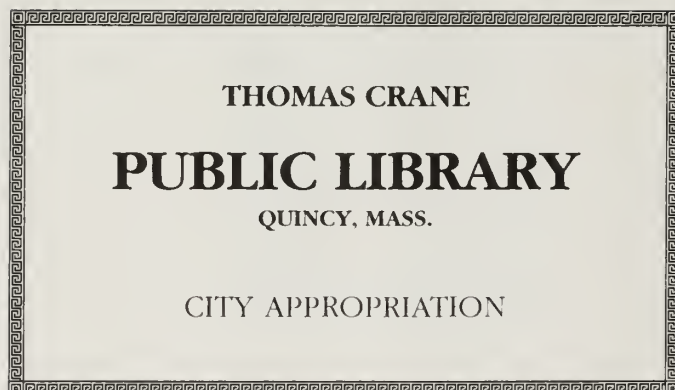


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Annual Report

2004



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CITY OF QUINCY

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ANNUAL CITY REPORT

Fiscal Year 2004
July 1, 2003- June 30, 2004

This Annual Report was prepared under
the direction of the office of
Mayor William J. Phelan.



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Quincy's Government

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Quincy, Massachusetts

| | |
|---------------------|--|
| Population: | City Census 86074 |
| Land Area: | 16.77 square miles |
| Shoreline: | 26 miles |
| Tax Rate: | \$12.56 Residential, \$26.23 Commercial |
| Assessed Valuation: | \$9,118,891,002.00 |



Honorable
William J. Phelan, Mayor

INAUGURAL ADDRESS

The Honorable William J. Phelan Mayor, City Of Quincy 2003 - 2004

Reverend Clergy, Honorable Mayors, Congressman Delahunt, Treasurer Cahill, Justices of the Trial Courts of Massachusetts, City Councillors, School Committee Members, State, County and local officials, past and present, welcome.

To my family and friends, I am deeply grateful for your continued love and support. Thank you for being here today.

Congratulations to our recently elected City Councillors and School Committee members, especially our newly elected City Councillors Alicia Gardner, Leo Kelly, John Keenan and Jay Davis. And I am particularly happy to congratulate soon-to-be new Council President, Francis McCauley – who has served with distinction in so many positions of honor in this city -, as well as newly elected School Committee members, Elaine Dwyer and David McCarthy. I look forward to another productive year of working together with the City Council and the School Committee for a brighter future for this great city and its people.

On this day as we celebrate the democratic process and look forward to the challenges and the accomplishments that lay before us, I ask you to call to your minds and hearts those brave men and women who are not able to gather with us today because they are serving the cause of freedom, under fire, in strategic locations throughout the world. We are privileged to have some of the family members of our service men and women here with us this morning. Words are not sufficient to honor the burdens that these families shoulder, and the sacrifices that they

willingly make as their sons and daughters, brothers and sisters, fathers and mothers protect our nation in what is an increasingly dangerous world. I ask those family members to stand now so that, in our small way, we can thank them.

Due to military protocol, I ask you not to applaud after my next introduction.

I want to specifically recognize Mr. and Mrs. Charles Caldwell, whose son Todd, paid the ultimate price for us and for our freedom, when he gave his life in Iraq this year.

Please know we are eternally grateful to you and your son for your enormous sacrifice and our prayers are with you as well as your family.

Thinking about the freedom and beauty of our everyday life here - a life that we too often take for granted, I wanted to begin today reflecting about what makes our life in this city so rich, and so wonderful.

- We have beautiful beaches and 27 miles of waterfront;
- We have parks and open space for sports and rock climbing and picnics;
- We have our uniquely rich history as the city of presidents, and our many historic buildings and monuments;
- We have our close-knit neighborhoods and vibrant neighborhood shopping areas splashed across the city;
- We have excellent public schools that are preparing the next generation for success;

- And we have a community that honors and respects its senior citizens; and seniors who continue to make invaluable contributions to our city.

And of all that we have here in Quincy, our greatest resource is our people and our sense of community.

I said two years ago, that I ran for Mayor truly believing in the power of ordinary citizens to bring about change. As Mayor, I have tapped into that tremendous power and I have been amazed at its success. The citizens of Quincy have proven that when we come together as a community anything is possible.

This past August, the Babe Ruth World Series provided a powerful example of the abiding sense of community that so marks our city. Visitors to our city that I talked with were awed by our beautiful coastline, our parks, our hiking trails and our historic treasures. But they were most taken with the willingness of our residents to open their homes and their hearts to people from across our nation and around the world. The outpouring of warmth and hospitality of our community filled me with an overwhelming sense of pride to be the Mayor of such a great city.

I'll give you another example:

Just this past month, in the face of disturbing reports of hunger in our city, the citizens of Quincy came together. They rallied along with the United States Postal Service to tackle the problem ...and together we collected more than six tons of food for Quincy's family food pantries.

That's because, while we might not always agree on everything, I think everyone in this city agrees that no child should ever go to bed hungry in Quincy!

We saw that spirit of community at last fall's volunteer summit, which matched hundreds of Quincy residents with service agencies and local benevolent organizations that depend on volunteer services. Through the gift of their

time, these volunteers are making significant impacts in the lives of the less fortunate in our city.

Many others have volunteered to promote tourism, clean our parks during Cleaner, Greener Quincy and raise money for our public schools through the walk for excellence.

Quincy remains at heart a collection of neighborhoods - that is our strength. John Adams, perhaps Quincy's greatest native son, accomplished great things around the globe, but he considered his greatest accomplishment to be returning home to Quincy and raising a strong and loving family.

We share that perspective today. From the 4th of July celebration in Merrymount, the festival in South Quincy, election day in Squantum, Quincy Bay Race Week at Wollaston Beach, the great things happening at the Snug Harbor school and Germantown Neighborhood Center, and all the other neighborhood and community activities throughout Quincy; it is clear that our greatest strength is our sense of community.

It is our collective sense of community in Quincy that makes me most proud to be your Mayor. I wish to thank each and every person that participated and urge you all to continue your selfless involvement in these pursuits which so distinguish our city of Quincy.

We still face many daunting challenges. But in solving our problems we will draw upon our great strength as a community, just as we have in the past.

Two years ago, we inherited a city budget \$4 million in deficit and have since endured another \$7.2 million in local aid cuts.

But together, with help and suggestions and support from across this city, we managed the crisis, balanced the budget, and moved Quincy forward within the budget constraints forced upon us.

As other cities closed schools and firehouses, and laid-off huge numbers of teachers and public safety personnel, we managed our resources well enough to avoid those measures.

In fact, we have increased our school budget and held the line on public safety spending with small increases.

Despite local-aid cuts and a poor economy, we have seen our city's fund balance grow from a negative \$5 million, to a negative \$3 million, to a positive \$200,000 in that fund balance today.

And within these strict financial constraints, we have moved Quincy forward in ways that we can afford:

- We have begun the Broad Meadows marsh reclamation;
- We are fixing broken sewer lines at Wollaston Beach, so we and our children can enjoy healthy water for swimming;
- We are improving our schools, and moving ahead with the building of a new high school;
- Our \$10 million hotel/motel tax bond is allowing us to improve our parks, protect open space and plant trees in our neighborhoods;
- Public safety has improved, and our streets are safer;
- We have made city government more accessible and accountable through open office hours, neighborhood meetings, weekly press availability's, an improved website and our Office of Constituent Services;
- And we have streamlined city government, reducing the workforce by 100 employees, while maintaining services through increased productivity and management practices.

I wish I could come here today with only good news, but I've promised to always be straight with the people of Quincy and there's no way around it: this year's tax bills are bad news.

As Quincy has become a more and more attractive place to live, our residential property values have skyrocketed. Quincy homeowners are enjoying fantastic returns on their property

investments, but we are definitely not enjoying the rising property tax bills that come with them.

The State Department of Revenue demands full valuation. There is simply no way around it.

I share the outrage of the homeowners.

The property tax is arguably the most unfair form of taxation. It has no connection to a person's ability to pay. Senior citizens, disabled workers, disabled veterans, and others on fixed incomes are going to feel the pain of increased tax bills. I am outraged when I hear of people having to choose between keeping their homes, scrimping on food and medicine, while paying escalating health care costs.

At all levels of government we must share responsibility for this situation:

The federal government in Washington has essentially abandoned cities. It is ironic that for middle class taxpayers the \$600 federal tax cut will be eaten up by rising property taxes.

At the state level, promises were made about not cutting basic services and not raising taxes.

Yet massive local aid cuts are adding up to basic service cuts and rising property taxes in cities and towns across the state.

And the \$7.2 million state cut to local aid to Quincy is a direct cause of the current property tax increases. Those local aid cuts have prevented Quincy taxpayers from receiving the full benefits of the streamlining of our local government that we worked so hard to implement the past two years.

Much like two years ago, we are faced with a great challenge. And much like two years ago, we will meet the challenge head on. Together, my administration, working with the City Council, will roll up our sleeves once again and lead us through this problem.

In the coming weeks, I will propose a five-part tax relief package consisting of:

- Revenue enhancement measures including the reintroduction of modest increases in developer fees and "luxury" fees;
- Continued personnel cost savings through attrition;
- Enhanced aggressive collection of outstanding taxes and other receivables to the city;
- Increase worker productivity and other management efficiencies;
- And initiatives to increase our business tax base citywide.

To give property taxpayers the relief they deserve requires some shared sacrifice and some political courage. I challenge my colleagues in government to join me to work together to protect our homeowners.

I will continue to seek alternative funding sources to alleviate our tax burden. Revenue from the Quarry Hills project will be used to improve our streets and sidewalks. Monies from the hotel/motel tax will be used to preserve open space, improve parks and plant trees throughout our city. We must continue to find ways to provide city services without overburdening our taxpayers.

Over the course of the next two years, we will continue to improve as a city. I vow to create a vibrant downtown that encourages business and residential development and keeps development where it belongs, in our downtown.

We will continue our efforts to build a new Quincy High School and strive for educational excellence for all our students.

The former Fore River shipyard will be returned to our tax rolls as a thriving commercial property once again. We are working with property owners and the MWRA to ensure that this property alleviates our residential tax burden and creates new jobs.

The hotel/motel tax bond will allow us to protect our precious, remaining open space areas, improve our park system and plant new trees in our neighborhoods. We will restore hundreds of acres of dormant marshlands. We will improve water quality at Wollaston Beach and move toward a viable flagship beach for our city. These efforts to improve our open spaces, parks and natural resources will continue to increase the quality of life in our city.

We will create affordable housing for our senior citizens at Squantum Gardens to allow Quincy seniors to remain in Quincy, and also implement a water bill deferment program for seniors.

We will continue to streamline city government. In the past two years, we have operated with 100 fewer positions in city government, and we are accomplishing more with less thanks to the hard work of so many city employees. My next budget will again be lean and will be developed with the best interests of the hard-pressed taxpayers in mind.

I also urge the City Council to repeal the NFPA 1710 ordinance that institutes increased manning for our Fire Department; a standard that cannot be met within our fiscal reality without further choking taxpayers. If fully implemented, this ordinance will cost taxpayers millions of dollars each and every year.

This year, I will begin our pavement management plan that will take the politics out of paving and develop a comprehensive and efficient way to begin performing much-needed repairs to our streets and sidewalks.

I will continue to work with our city's food pantries to fight the problem of hunger in Quincy. And I will continue to ask the citizens of Quincy to join me in our efforts to feed the hungry among us.

And paramount in my endeavors, I will continue to work to make Quincy's Public School System second to none. I vow to continue making

smaller class sizes and better educational resources a top priority.

The challenges are daunting, and many, but together we have met great challenges before, and together we overcame them.

In the months and years ahead, we will continue to move Quincy forward with a revitalized downtown, a booming tourism industry and an expanded tax base for our city.

We all know there will be bumps along the way. But we also know that with Quincy's great strengths, our city's future will grow brighter and brighter ... If we continue to act together. Working together, as a community, we will build that bright future for ourselves, and for our children.

Thank you so much once again for the great honor of allowing me to serve as your Mayor. Please forgive me when I stumble and never stop giving me your advice and prayers.

I promise I will work every day to justify the great trust you have placed in me.

Thank you and God Bless America.



The Quincy City Council 2004



Kevin F. Coughlin
Ward 3 Councillor



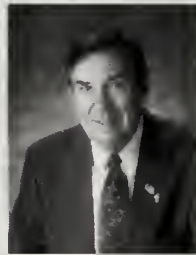
James H. Davis III
Ward 4 Councillor



Joseph G. Finn
Councillor-At-Large



Alicia A. Gardner
Ward 6 Councillor



Francis X. McCauley
*Council President
Councillor-At-Large*



Douglas S. Gutro
Ward 5 Councillor



John F. Keenan
Councillor-At-Large



Leo J. Kelly
Ward 1 Councillor



Daniel G. Raymondi
Ward 2 Councillor

City Council Committees

2003-2004

COMMITTEES OF THE WHOLE

Finance
Ordinance
Oversight
Public Works
Park & Recreation
Public Safety
Rules
Senior Citizens
Education
Business & Economic Development
Veterans Services
Library
Housing

CHAIRMAN

John F. Keenan
Kevin F. Coughlin
Douglas S. Gutro
Joseph G. Finn
Alicia A. Gardner
Daniel G. Raymondi
James H. Davis, III
Daniel G. Raymondi
Kevin F. Coughlin
John F. Keenan
Leo J. Kelly
Alicia A. Gardner
Joseph G. Finn

VICE CHAIRMAN

Douglas S. Gutro
Leo J. Kelly
James H. Davis, III
Leo J. Kelly
Kevin F. Coughlin
Joseph G. Finn
John F. Keenan
Leo J. Kelly
Alicia A. Gardner
Douglas S. Gutro
Kevin F. Coughlin
Joseph G. Finn
Douglas S. Gutro

Quincy School Committee

2003 - 2004

The Honorable William J. Phelan, Chairman

Jo-Ann M. Bragg

Elaine F. Dwyer

Ronald J. Mariano

David McCarthy

Michael E. McFarland

Linda K. Stice

**Richard DeCristofaro, Superintendent of Schools
and Secretary to the Quincy School Committee**



BOARDS AND COMMISSIONS 2004

Beaches Commission

Leo Kelly
Douglas Gutro
Margaret Milne
Robert Galligan
David Murphy
Jack Nigro
Anne McDonald
Michael Morad
Patrick J. Foley
Joseph Joy
Robert Lescinkas
Chickie Abdallah
Kristen Awed
Monique Flaherty
Bernie Reisberg
Monica Ferraro
Drew Scheele

Bike Commission

Anton Neilson
Mike Hurley
Ron Goodman
Leonie Howard
Bruce Hilturen
Madelein Noland
Diane Daniel

Board of Assessors

Marion Fantuccio
Joseph LaRaia
Jolanta Briffett

Board of Registrars of Voters

Denis Tardo
Charles T. Sweeney
William Draicchio
Joseph P. Shea

Building Board of Appeals

Rick Smith, Esquire
Edward Leone
Kenneth Trillcott
Roger Wallin

Cemetery Board of Managers

Richard T. Sweeney
Paul Mauriello
Thomas Galvin
Arthur Wahlberg
Paul A. Schaetzel
Tom Stansbury
Thomas Koch

Commission on Disabilities

Nancy MacDonald
Larry Wood
Nancy Magee
Jonathan Yip
Jane Williams
William Murphy
Amy Boynton
George Colarusso
Vivian Quint

Commission on the Family

Paul Berrini
Robert Bosworth
Rick DeCristofaro
Robert Curry
Acting Chief William Falco
Richard Meade
Reverend William McCarthy
Barry Welch
Sarah Yaroschuck
Christine Schuster

Commission on Women

Sister Joanne Westwater
Lois Elene Farrazzi
Maureen McGuire
Karen A. Donnellan-Potts
Jennifer DeVan
Mary Lou Meighan
Deborah Mollomo
Anne Keating
Barbara L. Wood
Loretta DeGrazia
Jeanne Leslie
Nancy Callanan
Claudia Rasmussen
Jane B. Ford

Holly Williams
Joan Pritchard
Audrey R. MacAllister
Barbara Nawrot Mendez
Pauline Petipas
Mary Ann Stiglone
Katie Green
Joyce Young
Evie Shore
Donna Nolan
Elizabeth Pywell-Stone
Maureen Ayers
Judy Farmer
Tara Curry
Nichole Kinney
Kristin Priscella

Community Policing Commission

Paula Nicholson
Normand Goyette
Richard DeCristofaro
Chief Thomas Gorman
Thomas Koch
John Mather
Father Robert Monagle
Linda Stice
Barry Welch
Courtney Cahill
Michael Jackman
Bruce Carr
Dan Keating
Captain Terrence Kelly
Lieutenant William Stenton
Officer Thomas Connors
Captain Frederick Laracy
Bob Hanna
William Falco
David Colton
Jane Gallahue
Richard Meade
Walter White

Conservation Committee

William Keener
E. James Iorio
Kathy Shaw
Suzanne Dixon
Martha C. King
Thomas Kelly

Heather Sargent

Council On Aging

John D. Noonan
Frank Kearns
Arthur Kennedy
John Chen
Kathy Quirk
Dr. Joseph E. McDermott
John Molloy
Mary Vallier
Mary Kay Bamford
Kenneth Tarabelli
Alexander P. Farquahr
Mark Carey
John G. Mather
Drew Scheele
Barry Welch

Designer Selection Board

Brion Winn
Jay Fink
James Wilson
David Tenney

Emergency Management

John Chetwynd
William Shaw
Anthony Siciliano
Denis Trottier
Brian Wilkosky
Bob Curry
Cherie Krigsman
Alie Shaughnessy

Fair Housing Committee

Nancy Callanan
Judy Farmer
Debbie Kidd
Frank Kearns
John Chen
Grace Raymondi
Jane Reikard
Abe Cohen
Reverend Sheldon Bennett
Kathy Healy
Kathy Shaw
Margaret O'Connor
Jo-ann Bragg

Robert Ulchak
William Keener
Bob Rizzi
Jonathan Yip

Harbormaster

Andrew Ayer
James L. Silcox, Sr.
Daniel C. Shea
Stephen Cleary
Frederick Heller
Alfred Petta
James B. Hines
George Gullage, Jr.
Charles Leuchte
Sal Gallinaro
James Witham
Kevin McKinnon
Robert Gillan
Robert Moralies
Francis X. Roche
William F. Wright
James Silcox
John Leuchte
Michael Knudsen
Thomas O'Rourke
Steve MacDonald

Historic District Commission

Edward Fitzgerald
Susan Canavan
Anthony Ricci
James B. McLean
Anne Corcoran
Joyce Baker
Mary Clark
Richard Meade

Human Rights Commission

David Ezickson
Joseph McDermott
William Murphy
Sandra Pimental
George Clark
Maria D'Arcangelo
Donna Johnson
Zaida Shaw
Nancy McDonald
Yi Zou

Guy Degrazia
Jonathan Yip
Ed Grogan
Reverend Esther Bowen
Peggy Farren
Lt. Paul Keenan

Industrial Development Finance Authority

Michael Reidy
Joseph Priscella
Arthur Kennedy
Walter Hannon
James F. Eddy

License Board

Joseph P. Shea
Paul O'Connell
William Falco
Drew Scheele
Walter C. White

Board of License Examiners

Carl Bersani
Walter F. MacDonald, III
Allan MacLeod
Richard Stewart

Park and Recreation Board

Cornelius Driscoll
Ted DeCristofaro
Sandy Verhault
Anthony Sansevero
Robert Evans
Bryant L. Carter, Jr.
John Nigro
Ronald Mariano
Josephine E. Shea
Thomas Koch

Planning Board

Emilio Favorito
Anthony Sandonato
Caryn Smith
James F. Kelley
Robert Harnais, Esquire

Quarry Hills Advisory Board

James L. Anderson

Moya Baldwin
Al Bina
Stephen J. Conroy, Jr.
Robert Curry
Michael D'Amico
Richard Deady, Jr.
Richard DeCosta
Barbara Donelin
Paul Flaherty
James L. Galvin, Jr.
Robert M. Keezer
Luke MacNeil
Michael Masone
Jeffy McNeil
Tom Murray
Michael E. O'Connell
Francis R. Pecoraro
Hugh Reilly
Lee Smith
Ronald Tausevich
Gerry Tirrell
Peter R. Traficante, Jr.
James Vallier
James A. Webber, Jr.

Quincy Arts Council

Margaret Spencer
Maryellen O'Brien
Arthur Keough
Deborah Ali
Deborah Ormon
Antoinette Paglierani
Dianne Murphy
Eleanor Nelson
Maria D'Arcangelo
Edward Fitzgerald
Yolanda Romanelli
Kelly Peterson Cobble
Mary Ann Androncio

Quincy Housing Authority

James P. McDonald
Kevin Cotter
F. Jean Kennedy
Reverend William McCarthy
Christine Cedrone
John G. Mather

Recycling Commission

Sally Owen
Jean Mackey
Nancy Joyce
Larry Chretien
Douglas Gutro
Joan Pierce
Jim Felci
Michael Hurley
Claire Silverman
Thomas Fabrizio
Rosemary Nolan

Rent Grievance Board

Edward Flavin
Lawrence Falvey
Jane Reikard

Retirement Board

Francis X. McCauley
Richard Fitzpatrick
Georgo McCray
Richard Crespi
Roger Perfetti

Thomas Crane Public Library Board

Sandra McCauley
Lawrence Falvey
Aileen Eeley
Michael Furey
Alicia Coletti
Harold Crowley

Youth Hockey Arena Board

Stephen DesRoche
Christopher McArdle
Pamela Craig
Bruce Wood

Zoning Board of Appeals

Stephen DesRoche
Maryellen Cronin
Jack Garland
Paul G. Gould
William G. Cunniff
Luke MacNeil
Bruce Wood
David Portesi

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II



**Municipal
Departments**

CITY CLERK

Joseph P. Shea, City Clerk



Annual Report 2004

ELECTIONS:

PRESIDENTIAL PRIMARY

CITY OF QUINCY, MASSACHUSETTS

TUESDAY, MARCH 2, 2004

| | VOTES | PERCENT |
|---------------------------|--------|---------|
| PRECINCTS COUNTED (30 of) | 30 | 100 |
| REGISTERED VOTERS-TOTAL | 53,192 | 100 |
| BALLOTS CAST TOTAL | 10,557 | 100 |
| BALLOTS CAST- DEMOCRATIC | 9,563 | 90.58 |
| BALLOTS CAST- REPUBLICAN | 994 | 9.42 |
| VOTER TURNOUT-TOTAL | | 19.85 |

STATE PRIMARY

CITY OF QUINCY, MASSACHUSETTS

TUESDAY, SEPTEMBER 14, 2004

| | | |
|---------------------------|--------|-------|
| PRECINCTS COUNTED (30 of) | 30 | 100 |
| REGISTERED VOTERS | 53,390 | 100 |
| BALLOTS CAST-TOTAL | 8,520 | 100 |
| BALLOTS CAST-DEMOCRATIC | 7,695 | 90.32 |
| BALLOTS CAST-REPUBLICAN | 825 | 9.68 |
| VOTER TURNOUT-TOTAL | | 15.96 |

STATE PRIMARY

CITY OF QUINCY, MASSACHUSETTS

TUESDAY, SEPTEMBER 14, 2004

DEMOCRATIC

REPRESENTATIVE IN CONGRESS TENTH DISTRICT

VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|---------------------|-------|--------|
| WILLIAM D. DELAHUNT | 6,364 | 98.84 |
| WRITE-IN | 75 | 1.16 |
| TOTAL | 6,439 | 100.00 |
| BLANKS | 1,256 | |

COUNCILLOR FOURTH DISTRICT

VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|-----------------------------|-------|--------|
| CHRITOPHER A. IANNELLA, JR. | 3,607 | 55.51 |
| STEPHEN F. FLYNN | 2,874 | 44.23 |
| WRITE-IN | 17 | .26 |
| TOTAL | 6,498 | 100.00 |
| BLANKS | 1,197 | |

SENATOR IN GENERAL COURT NORFOLK & PLYMOUTH DISTRICT

VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------------------|-------|--------|
| MICHAEL W. MORRISSEY | 6,328 | 98.92 |
| WRITE-IN | 69 | 1.08 |
| TOTAL | 6,397 | 100.00 |
| BLANKS | 1,298 | |

REPRESENTATIVE IN GENERAL COURT FIRST NORFOLK DISTRICT

VOTE FOR 1

(with 11 of 11 precincts counted)

| | | |
|----------------|-------|--------|
| BRUCE J. AYERS | 2,939 | 80.08 |
| PAUL J. MEONI | 728 | 19.84 |
| WRITE IN | 3 | .08 |
| TOTAL | 3,670 | 100.00 |
| BLANKS | 76 | |

REPRESENTATIVE IN GENERAL COURT SECOND NORFOLK DISTRICT

VOTE FOR 1

(with 13 of 13 precincts counted)

| | | |
|----------------------|-------|--------|
| ARTHUR STEPHEN TOBIN | 2,131 | 98.34 |
| WRITE-IN | 36 | 1.66 |
| TOTAL | 2,167 | 100.00 |
| BLANKS | 550 | |

REPRESENTATIVE IN GENERAL COURT THIRD NORFOLK DISTRICT

VOTE FOR 1

(with 6 of 6 precincts counted)

| | | |
|----------------|-------|--------|
| RONALD MARIANO | 1,042 | 99.24 |
| WRITE-IN | 8 | .76 |
| TOTAL | 1,050 | 100.00 |
| BLANKS | 182 | |

REGISTER OF DEEDS NORFOLK DISTRICT (TO FILL VACANCY)

VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------------------|-------|--------|
| WILLIAM P. O'DONNELL | 4,133 | 57.37 |
| ANTHONY T. MCDONNELL | 3,061 | 42.49 |
| WRITE-IN | 10 | .14 |
| TOTAL | 7,204 | 100.00 |
| BLANKS | 491 | |

SHERIFF NORFOLK COUNTY**VOTE FOR 1**

(with 30 of 30 precincts counted)

| | | |
|---------------------|-------|--------|
| MICHAEL G. BELLOTTI | 6,462 | 99.34 |
| WRITE-IN | 43 | .66 |
| TOTAL | 6,505 | 100.00 |
| BLANKS | 1,190 | |

COUNTY COMMISSIONER NORFOLK COUNTY**VOTE FOR 2**

(with 30 of 30 precincts counted)

| | | |
|--------------------|--------|--------|
| JOHN M. GILLIS | 5,533 | 47.89 |
| STEPHEN G. HAROLD | 3,264 | 28.25 |
| SUSAN M. ROGERS | 1,415 | 12.25 |
| FRANCIS W. O'BRIEN | 1,326 | 11.48 |
| WRITE-IN | 13 | .11 |
| WRITE-IN | 3 | .03 |
| TOTAL | 11,554 | 100.00 |
| BLANKS | 3,836 | |

**STATE PRIMARY
CITY OF QUINCY, MASSACHUSETTS
TUESDAY, SEPTEMBER 14, 2004
REPUBLICAN**

REPRESENTATIVE IN CONGRESS TENTH DISTRICT**VOTE FOR 1**

(with 30 of 30 precincts counted)

| | | |
|------------------|------|--------|
| MICHAEL J. JONES | 6399 | 96.41 |
| WRITE-IN | 26 | 3.59 |
| TOTAL | 725 | 100.00 |
| BLANKS | 100 | |

COUNCILLOR FOURTH DISTRICT

(with 30 of 30 precincts counted)

VOTE FOR 1

| | | |
|------------------|-----|--------|
| DONALD A. HUSSEY | 688 | 97.59 |
| WRITE-IN | 17 | 2.41 |
| TOTAL | 705 | 100.00 |
| BLANKS | 120 | |

SENATOR IN GENERAL COURT NORFOLK & PLYMOUTH DISTRICT**VOTE FOR 1**

(with 30 of 30 precincts counted)

| | | |
|----------|-----|--------|
| WRITE-IN | 155 | 100.00 |
| TOTAL | 155 | 100.00 |
| BLANKS | 670 | |

REPRESENTATIVE IN GENERAL COURT FIRST NORFOLK DISTRICT
VOTE FOR 1

(with 11 of 11 precincts counted)

| | | |
|--------------------|-----|--------|
| MARCO D. SANDONATO | 278 | 94.24 |
| WRITE-IN | 17 | 5.76 |
| TOTAL | 295 | 100.00 |
| BLANKS | 58 | |

REPRESENTATIVE IN GENERAL COURT SECOND NORFOLK DISTRICT
VOTE FOR 1

(with 13 of 13 precincts counted)

| | | |
|----------|-----|--------|
| WRITE-IN | 47 | 100.00 |
| TOTAL | 47 | 100.00 |
| BLANKS | 270 | |

REPRESENTATIVE IN GENERAL COURT THIRD NORFOLK DISTRICT
VOTE FOR 1

(with 6 of 6 precincts counted)

| | | |
|----------|-----|--------|
| WRITE-IN | 25 | 100.00 |
| TOTAL | 25 | 100.00 |
| BLANKS | 130 | |

REGISTER OF DEEDS NORFOLK DISTRICT (TO FILL VACANCY)
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------|-----|--------|
| WRITE-IN | 164 | 100.00 |
| TOTAL | 164 | 100.00 |
| BLANKS | 661 | |

SHERIFF NORFOLK COUNTY
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------|-----|--------|
| WRITE-IN | 130 | 100.00 |
| TOTAL | 130 | 100.00 |
| BLANKS | 695 | |

COUNTY COMMISSIONER NORFOLK COUNTY
VOTE FOR 2

(with 30 of 30 precincts counted)

| | | |
|----------|-------|--------|
| WRITE-IN | 142 | 72.82 |
| WRITE-IN | 53 | 27.18 |
| TOTAL | 195 | 100.00 |
| BLANKS | 1,455 | |

STATE ELECTION

CITY OF QUINCY, MASSACHUSETTS
TUESDAY, NOVEMBER 2, 2004

| | | |
|----------------------------|--------|-------|
| PRECINCTS COUNTED (30 of) | 30 | 100 |
| REGISTERED VOTERS- TOTAL | 55,180 | 100 |
| BALLOTS CAST-TOTAL | 38,152 | 100 |
| VOTER TURNOUT-TOTAL | | 69.14 |

ELECTORS OF PRESIDENT AND VICE PRESIDENT
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|------------------------------|--------|--------|
| KERRY and EDWARDS (DEM) | 24,153 | 63.61 |
| BUCH and CHENEY (REP) | 13,364 | 35.20 |
| WRITE-IN | 186 | .49 |
| BADNARIK and CAMLPAGNA (LIB) | 170 | .45 |
| COBB and LaMARCHE (G-R) | 97 | .26 |
| TOTAL | 37,970 | 100.00 |
| BLANKS | 182 | |

REPRESENTATIVE IN CONGRESS TENTH DISTRICT
VOTE FOR 1

| | | |
|---------------------------|--------|--------|
| WILLIAM D. DELAHUNT (DEM) | 28,342 | 77.82 |
| MICHAEL J. JONES (REP) | 8,047 | 22.10 |
| WRITE-IN | 29 | .08 |
| TOTAL | 36,418 | 100.00 |
| BLANKS | 1,734 | |

COUNCILLOR FOURTH DISTRICT
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|---------------------------------|--------|--------|
| CHRISTOPHER IANNELLA, JR. (DEM) | 21,343 | 62.41 |
| DONALD A. HUSSEY (REP) | 6,742 | 19.71 |
| BRIAN CONNOLLY (UNE) | 6,080 | 17.78 |
| WRITE-IN | 35 | .10 |
| TOTAL | 34,200 | 100.00 |
| BLANKS | 3,952 | |

SENATOR IN GENERAL COURT NORFOLK & PLYMOUTH DISTRICT
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------------------------|--------|--------|
| MICHAEL W. MORRISSEY (DEM) | 30,229 | 98.86 |
| WRITE-IN | 349 | 1.14 |
| TOTAL | 30,578 | 100.00 |
| BLANKS | 7,574 | |

REPRESENTATIVE IN GENERAL COURT FIRST NORFOLK DISTRICT
VOTE FOR 1

(with 11 of 11 precincts counted)

| | | |
|--------------------------|--------|--------|
| BRUCE J. AYERS (DEM) | 10,532 | 77.82 |
| MARCO D. SANDONATO (REP) | 2,973 | 21.97 |
| WRITE-IN | 28 | .21 |
| TOTAL | 13,533 | 100.00 |
| BLANKS | 1,098 | |

REPRESENTATIVE IN GENERAL COURT SECOND NORFOLK DISTRICT
VOTE FOR 1

(with 13 of 13 precincts counted)

| | | |
|----------------------------|--------|--------|
| ARTHUR STEPHEN TOBIN (DEM) | 12,510 | 98.92 |
| WRITE-IN | 136 | 1.08 |
| TOTAL | 12,646 | 100.00 |
| BLANKS | 3,421 | |

REPRESENTATIVE IN GENERAL COURT THIRD DISTRICT
VOTE FOR 1

(with 6 Of 6 precincts counted)

| | | |
|----------------------|-------|--------|
| RONALD MARIANO (DEM) | 5,960 | 98.92 |
| WRITE-IN | 65 | 1.08 |
| TOTAL | 6,025 | 100.00 |
| BLANKS | 1,429 | |

REGISTER OF DEEDS NORFOLK DISTRICT (TO FILL VACANCY)
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|----------------------------|--------|--------|
| WILLIAM P. O'DONNELL (DEM) | 29,255 | 99.17 |
| WRITE-IN | 244 | .83 |
| TOTAL | 29,449 | 100.00 |
| BLANKS | 8,653 | |

SHERIFF NORFOLK COUNTY
VOTE FOR 1

(with 30 of 30 precincts counted)

| | | |
|---------------------------|--------|--------|
| MICHAEL G. BELLOTII (DEM) | 30,368 | 99.17 |
| WRITE-IN | 253 | .83 |
| TOTAL | 30,621 | 100.00 |
| BLANKS | 7,531 | |

COUNTY COMMISSIONERS NORFOLK COUNTY
VOTE FOR 2

(with 30 of 30 precincts counted)

| | | |
|--------------------------|--------|--------|
| JOHN M. GILLIS (DEM) | 27,729 | 73.08 |
| FRANCIS W. O'BRIEN (DEM) | 9,951 | 26.23 |
| WRITE-IN | 187 | .49 |
| WRITE-IN | 77 | .20 |
| TOTAL | 37,944 | 100.00 |
| BLANKS | 38,360 | |

VITAL STATISTICS:**2004****DOG LICENSES SOLD:**

| | |
|------------|-------------|
| MALE | 1242 |
| FEMALE | 1142 |
| TRANSFER | 0 |
| LATE | 180 |
| KENNEL | 1 |
| SEEING EYE | <u>5</u> |
| TOTAL | 2570 |

VITAL STATISTICS:

| | |
|--------------|--------------|
| BIRTHS: | |
| OUT OF TOWN | 1,078 |
| MARRIAGES: | 838 |
| DEATHS: | |
| QUINCY | 748 |
| OUT OF TOWN | <u>265</u> |
| <u>TOTAL</u> | 1,013 |

BUSINESS CERTIFICATES:

| | |
|--------------|-----|
| TRANSACTIONS | 617 |
|--------------|-----|

LICENSE BOARD:

01/01/04 - 12/31/04

LICENSE/APPLICATION

| | |
|---------------------------------|-------------|
| AMMUNITION INFLAMMABLES | |
| AUCTIONEER | \$25.00 |
| BOWLING LANES | \$640.00 |
| CABARET MUSIC | \$6,802.00 |
| CLUB (ALL ALCOHOLIC) | \$13,300.00 |
| CLUB (WINE & MALT) | \$650.00 |
| COMMON VICTUALLER | \$35,547.00 |
| COMMON VICTUALLER (ALL ALCOHOL) | \$103,424.0 |
| | 0 |
| COMMON VICTUALLER (WINE & MALT) | \$13,195.00 |
| CONTAINERS STORAGE UNITS | \$2,400.00 |
| DANCING (ALCOHOL) | \$225.00 |
| DANCING (SCHOOL) | \$200.00 |
| DAY (ALL ALCOHOL) | \$150.00 |

| | |
|----------------------------------|---------------------|
| DAY (WINE & MALT) | \$225.00 |
| EXTENSION OF PREMISES | \$75.00 |
| FLAMMABLES | \$50.00 |
| FLOOR SHOW | \$800.00 |
| GARAGE | \$75.00 |
| GARAGE/REPAIR | \$3,675.00 |
| GASOLINE/REPAIR | \$4,550.00 |
| GENERAL ON PREMISE (ALL ALCOHOL) | \$3,300.00 |
| HACKNEY | \$4,500.00 |
| INFLAMMABLES | \$75.00 |
| INNHOLDER | \$4,000.00 |
| JUKE BOX | \$925.00 |
| JUNK WAGON/SHOP | \$300.00 |
| KAREOKE | \$100.00 |
| LIVERY | \$50.00 |
| LODGING HOUSE | \$7,425.00 |
| MANAGERS | \$875.00 |
| MOTOR I | \$450.00 |
| MOTOR II | \$7,600.00 |
| MOVIE SCREEN | \$450.00 |
| NON-ALCOHOL CLUB | \$50.00 |
| OLD GOLD/SILVER | \$450.00 |
| .PARKING SPACE(S) | \$725.00 |
| PAWNBROKER | \$200.00 |
| PINBALL/VIDEO | \$9,175.00 |
| POOL TABLES | \$2,625.00 |
| RETAIL-STORE (ALL ALCOHOL) | \$23,425.00 |
| RETAIL-STORE (WINE&MALT) | \$14,000.00 |
| SECONDHAND | \$350.00 |
| SELF SERVICE | \$2,025.00 |
| SUNDAY RETAIL SALE-ALL ALCOHOL | \$10,925.00 |
| SUNDAY RETAIL SALE-WINE & MALT | \$3,625.00 |
| TAVERN (ALL ALCOHOL) | \$875.00 |
| VETERANS/LEGIONS (ALL ALCOHOL) | <u>\$3,000.00</u> |
| TOTAL | \$292,281.00 |
| | 0 |

CITY SOLICITOR

Monica E. Conyngham, CITY SOLICITOR



Annual Report 2004

Under the direction of the Mayor, the office of the City solicitor provides legal services for the City of Quincy. The Solicitor, her assistants and counsel are responsible for defending the City against all lawsuits and claims brought against the City, its officers, employees and departments. They must also commence and prosecute all legal actions arising from claims, rights or privileges of the City or any department or administrative board of the City. These responsibilities usually include litigation; the review of legal documents; and the rendering of legal opinions upon request from the Mayor, City Council or department heads.

Numerous issues of municipal law were presented for resolution, including negotiating Payment-In-Lieu of Taxes agreements with two major health insurers; resolving tax and other financial issues with respect to Quincy College's

occupancy of Saville Hall; defending the City in several trials in both federal and state court; advising the Mayor with respect to budgetary issues; initiating cost recovery actions for damages against the City; and continuing, under the Mayor's direction, to press the Massachusetts Water Resource Authority for fair compensation for the impacts of the pelletizing plant at the Fore River Shipyard. The office of the City Solicitor was proud to assist the administration in resolving these and many other issues in a manner fitting of our great city.

During Fiscal Year 2004, the City received in excess of 200 new claims. During that same period, payments were made in settlement of approximately 50 claims.



COUNCIL ON AGING, DEPARTMENT OF ELDER SERVICES

Thomas F. Clasby, Jr., DIRECTOR



ANNUAL REPORT 2004

2004 brought many new venues to the Quincy Council on Aging, Department of Elder Services. These included "It's A Party", a gathering to break up the winter. This event took place at the Koch Center. Over 75 seniors attended. Music was provided by the Dixie Land Duo. It was a great success. Other new programs included a seminar on Back Safety, a presentation on natural remedies for ailments and other issues that affect seniors, diabetes, smart borrowing, protecting your assets and traffic safety. Each of these workshops were very well attended.

Additionally, the QCOA held the following programs: Elder Abuse Seminar, Housing Options for Seniors, Osteoporosis Screening, Eye Screening, Foot Screenings, Wellness for Caregivers, Move Without Moving and a Gerontologist from Quincy Medical Center presented a special medication safety workshop.

Other firsts for 2004 included shopping trips to several malls in the South Shore. These trips were fee based and enthusiastically attended by over 200 seniors. In addition, the Director of the Council on Aging and 60 WWII veterans and their families went on an extended four day excursion to Washington DC to witness the unveiling of the National WWII Memorial.

Financial Advice counseling, Movie of the Month, Hearing Screening, Legal Advice and Massage Therapy programs continue. All of these programs are provided on a monthly basis at little or no cost to Quincy's seniors. We were able to provide 137 free simple Wills; 112 free Hearing exams; and 26 sessions of Financial Advice.

We continue to enjoy close relationships with various agencies in our city and managed to not only house all of our existing programs but instituted new ones. Thanks to the River Bay Club, Marina Place, the Parks Department, Recreation Department, the Thomas Crane Public Library.

The SHINE program handles all questions regarding Medicare, Medicaid, prescription coverage, duplicate billing and many other inquiries regarding health insurance. All SHINE volunteers completed an extensive 8-day training program and continually received updates and new information regarding changes in the system. There is no cost for seniors who utilize this service.

We continue our campaign to identify those individuals who are recently widowed and inform them of the services that are available to them. Each senior who loses a spouse receives a letter of condolence from the Director on behalf of the Department and information regarding the services available. Additionally we now provide some helpful books on the subject. We also continue to operate a number of smaller programs and sponsor some annual special events as well. Outreach on Wheels, in conjunction with the Thomas Crane Public Library, provides reading and other library materials to homebound seniors.

We remain committed to our fitness program, which includes line dancing and exercise. This program also includes an osteoporosis prevention weight training element. And for those seniors who enjoy strengthening their

mind as well, a Scrabble Club and Bridge Club and Cribbage Club meet once a week at the Dawes House.

The South Shore Center for the Blind was founded in 1976 and continues to be a source of pride for the Department. Supervised by Quincy Elder Services, this program continues to provide the visually impaired with a place to enjoy various activities every Tuesday and Friday. Volunteers assisted with these activities, as well as a number of special events and field trips that took place throughout the year. As a sponsor of this worthwhile program, the Quincy Council on Aging provides an ongoing support of this meaningful program. This program is held at the Fore River Club House.

The Friendly Visitor volunteers continued to make visits to homebound seniors. Quincy Elder Services manages this program filing a C.O.R.I. (Criminal Offender Record Information) on all volunteers, matching volunteers with the appropriate seniors, keeping track of volunteer hours, and recording monthly reports. This program is indicative of the outreach efforts of Quincy Elder Services in making sure those living alone receive the care that is needed.

Our transportation program continues to be one of the finest in Massachusetts, in fact other communities are implementing their own programs modeled after Quincy's. The medical transportation program provided trips to Quincy, Milton, Carney and Braintree Rehab hospitals and several Boston hospitals and local doctors' offices. The Transvan program continues to thrive. The Transvan Program, with a nominal fee of \$20 per quarter, provides transportation throughout Quincy for any personal appointment. This service helps to fill a great void for seniors who need reasonably priced transportation to go food shopping, visit a friend, attend a wake, hairdressing or barbering, or for any reason. The Department of Elder Services continually gets positive responses from the many clients who use the program, especially the professional treatment and thoughtfulness displayed by all the drivers.

For those seniors in recovery, the Quincy Elder Services Loaned Equipment Program lends wheelchairs, walkers, canes, shower chairs and other equipment to those seniors in need of such supplies. This program has assisted over one hundred needed seniors.

Once again we were able to assist Seniors in filing their income taxes properly, through the IRS-AARP Income Tax Assistance Program. Sponsored by the Quincy Council on Aging, this program utilizes trained volunteers to assist seniors with filing their income tax forms. On site at Squantum Gardens, this program helped more than 500 Quincy seniors to prepare their Income Tax Returns for 2003. As is the case with many of our programs, there is no cost to the participant. This program is one of the most popular programs provided by the Department of Elder Services.

The Quincy Council on Aging newsletter continues to be an effective tool to communicate with the seniors we serve. We received positive feed back on such features in the newsletter as recipes, photos, trivia, history highlights and the Chairman's Senior Beat column. The newsletters contain information regarding Council on Aging programs, other Community Center Senior activities and all pertinent information for Quincy's older population. Over 5,000 copies were distributed monthly, which gave Quincy's seniors a look at what was happening in the City.

The Council on Aging in conjunction with the Health Department participated in several forums. We work closely with the nurses who provide us with current information on health and safety issues which impact the lives of seniors. Each month an article appears in our newsletter from the health department on these issues. Additionally, we notified the seniors of other points of interests or services provided by various City departments and agencies.

The Seniors Workers Abatement Program, SWAP, provides an opportunity for seniors living in Quincy to work in various departments throughout the City. In exchange for work the SWAP participant receives a deduction from their property taxes of up to \$600. Seniors participated in a number of different duties such as computer work, landscaping, office duties and bookkeeping, in departments such as the Library, Public Works, the Council on Aging and the office of Constituent Services. This program has provided employment for seniors, assisted many departments with part-time workers and helped seniors living in their own homes keep up with their living expenses.

Two of our most popular events take place in the Fall. The first is the Annual Quincy Senior Conference, held in September with the cooperation of the office of the Mayor and the members of constituent services. Our sixth conference was held at Broad Meadows Middle School. This event attracted more than two hundred and fifty participants and volunteers. Workshops on many different topics were provided with speakers from many fields. The evaluations on the Conference showed a 98% approval rate and indicated that the 2004 Senior Conference had once again lived up to its billing.

In November, the Quincy Council on Aging sponsored the twenty eighth annual Mayor's Thanksgiving Dinner. One hundred and fifty seniors, who might otherwise have no place to go on Thanksgiving Day, were treated to a wonderful full course turkey dinner. Volunteers helped to make everyone in attendance feel at home on one of our most meaningful holidays.

Another annual event which has become a highlight for seniors every spring is the Quincy Senior Olympics. Working with the Recreation Department, the Quincy Council on Aging and Beechwood on the Bay once again had a great turnout for the 2004 Senior Olympics. Participants competed in many events throughout the City and, for their efforts, were presented with medals at an awards banquet held

at Beechwood on the Bay at the conclusion of the event.

In an effort to reach all the City's seniors, the Quincy Council on Aging has continued to seek opportunities to network with other agencies to provide as much information to Quincy's seniors as possible. Our affiliation with Massachusetts Council on Aging has helped to increase our formula grant each year. Working with the Executive Office of Elder Affairs, the National Council on Aging, Massachusetts Gerontology Association, American Society on Aging, the UMASS Boston Gerontology Program and other related agencies, the Quincy Council on Aging has been advised on many changes that have taken place. The Elder Update, local cable access program served as a vehicle to convey pertinent information to the seniors. Again this year, a representative from South Shore Elder Services were monthly guests of the program.

Our relationship with South Shore Elder Services remains very strong. We are fortunate to have two of our Quincy Council on Aging board members serve on the board of the South Shore Elder Services. South Shore Elder Services which provides home care, Meals on Wheels, nutrition sites and other services in Quincy, has also assisted with promotion of our programs, application for grants and technical training. In October the QCOA was awarded a small grant under the Title IIIB program, which is overseen by SSES. These grant funds have been applied to the new Handy Helper program, which is intended to provide minor home repairs and emergency snow removal to needy seniors.

Once again, the Council on Aging successfully participated in the Merrill Lynch long distance phone call program which provided seventy five seniors with free phone calls anywhere in the world during the holiday period.

The Asian Senior Outreach Program, which takes place daily at the Wollaston Senior Center continues to be a strong and vibrant asset to our community, with a significant level of participation.

The Massachusetts Women's Bar Foundation was pleased to return to Quincy to assist seniors by providing free wills, health care proxy, homestead act and durable power of attorney. Additionally, an attorney from Greater Boston Elderly Legal Services continues to provide seniors advice on legal issues relating to

housing, guardianships, Social Security and Medicare and to provide referrals when needed. The Quincy Council on Aging, Department of Elder Services is proud of what was accomplished in 2004. We are committed to finding new ideas to enhance the quality of life for Quincy's senior population.

FIRE DEPARTMENT

Paul E. O'Connell, FIRE CHIEF



Annual Report 2004

The Quincy Fire Department continues to provide excellent fire protection to the citizens of Quincy through fire prevention/education measures and the extinguishment of fires when they do occur. The fire department also plays an active role in the delivery of emergency medical services and in assisting the public during other types of non-fire emergencies and calls for assistance, especially non-fire emergencies as a result of hazardous materials being released to environment. Without saying, the department stands ready and continues to be a key element in the first line of defense, in both assessing the many untimely emergency situations that occur and through their professional fire suppression efforts.

The Department continues to operate from 8 fire stations located throughout the City. At least 37 members are on duty at all times which allows for the manning of 8 engine companies, 3 ladder companies and the on-duty Deputy Chief. The Fire Alarm Dispatch and Communications/Command Center is also manned at all times. When the manning level exceeds the minimum level, Rescue One is placed in service. Except under very unusual circumstances, no piece of fire apparatus in the City of Quincy is manned with less than 3 members.

During FY 2004, the Quincy Fire Department responded to 10,447 different types of calls. The types of calls range from actual fires and explosions, to hazardous spills and false alarms. Other types of calls include medical emergencies, motor vehicle accidents, people stuck in elevators and the accidental activation of fire alarm systems within residential and commercial buildings.

During this fiscal year there were 685 actual fires in the City of Quincy with a total reported dollar loss of \$1,662,500 from these fires. There were no civilian fire deaths or injuries as a result of fires within the City. As for firefighter deaths and injuries, I am pleased to report there were no firefighter deaths, yet, on the other hand, 79 Quincy firefighters were injured while in performance of their duties.

(Fires total 6.6% of total incidents)

The fire department responded to 5,462 medical emergencies and 203 motor vehicle accidents.

(Rescue and Medical calls total 52.3% of total incidents)

The department was called to 637 hazardous conditions which included power lines down, fuel spills and leaks, carbon monoxide alarms and also anthrax scares.

(Hazardous Condition Calls total 6.1% of total incidents)

There were 1,115 service calls which included lockouts (both auto and home), water problems (leaking hot water heaters and broken water pipes), and the removal of smoke (usually from burnt food).

(Service Calls total 10.7% of total incidents)

Steam or gas pipe ruptures resulted in 57 responses.

(Steam or Rupture Calls total 0.6% of total incidents)

There were also 641 calls classified as "good intent" calls. A majority of these calls were for smoke scares (person thought they smelled smoke), steam being mistaken for smoke, and incorrect addresses given to the fire department.

(Good Intent Calls total 6.1% of total incidents)

Intentional and unintentional false alarms numbered 1,831.

(False Calls total 6.7% of total incidents)

On 58 occasions the Quincy Fire Department provided mutual aid to the surrounding communities, either providing coverage to their vacant stations or going directly to their fires.

Incidents by City Area

| <u>Area of City (Station)</u> | <u>Number of Incidents</u> | <u>% of Runs</u> |
|-------------------------------|----------------------------|------------------|
| Headquarters | 3,378 | 32.3% |
| West Quincy | 1,687 | 16.1% |
| North Quincy | 1,373 | 13.1% |
| Wollaston | 1,378 | 13.2% |
| Quincy Point | 1,246 | 11.9% |
| Germantown | 486 | 4.7% |
| Houghs Neck | 481 | 4.6% |
| Squantum | 413 | 4.0% |

Runs by Individual Apparatus

| | |
|----------|------------|
| Engine 1 | 2,928 runs |
| Engine 2 | 1,380 runs |
| Engine 3 | 1,372 runs |
| Engine 4 | 1,554 runs |
| Engine 5 | 1,800 runs |
| Engine 6 | 525 runs |
| Engine 7 | 435 runs |
| Engine 8 | 503 runs |
| Ladder 1 | 1,846 runs |
| Ladder 2 | 934 runs |
| Ladder 5 | 663 runs |
| Rescue 1 | 593 runs |
| Other | 1,343 runs |

Staffing and Personnel

During the majority of FY 2004, the complement of personnel was as follows.

| | |
|-----|-----------------------|
| 144 | Firefighters |
| 45 | Lieutenants |
| 14 | Captains |
| 5 | Deputy Chiefs |
| 1 | Fire Chief |
| 9 | Non-uniformed Members |

Listing of Retirements

Deputy Chief Anthony J. Innello
Captain Mario C. Stracco
Captain Joseph S. Verlicco
Lieutenant David J. Chenette
Lieutenant Thomas M. Connors
Lieutenant Harold S. Crispo
Lieutenant William A. Griffin
Lieutenant Thomas E. O'Connell
Firefighter Paul E. Arsenault
Firefighter Charles R. Behenna
Firefighter Donald P. Calabro
Firefighter Richard L. DiCesare
Firefighter David A. DiTullio
Firefighter John G. Ganzel
Firefighter Edward J. Graham
Firefighter William J. Jacobs
Firefighter Richard P. Kelly III
Firefighter William P. LaRaia
Firefighter Donald McAdams
Firefighter James McCarthy Sr.
Firefighter George B. Menz
Firefighter Paul F. Rinella
Firefighter William G. Ryan
Firefighter Robert E. Weikel

Dates of Service with Quincy Fire Department

May 2, 1970 – July 25, 2003
June 20, 1970 – July 29, 2003
May 2, 1970 – July 29, 2003
October 16, 1978 – December 31, 2003
April 4, 1970 – July 25, 2003
June 19, 1978 – December 31, 2003
May 2, 1970 – August 16, 2003
September 30, 1964 – July 25, 2003
May 2, 1970 – August 29, 2003
June 20, 1970 – August 26, 2003
May 10, 1969 – July 25, 2003
June 20, 1970 – August 19, 2003
May 2, 1970 – July 25, 2003
April 20, 1968 – July 31, 2003
May 2, 1970 – July 29, 2003
October 16, 1978 – December 31, 2003
May 10, 1969 – July 29, 2003
May 2, 1970 – July 29, 2003
April 4, 1970 – July 25, 2003
July 10, 1978 – July 25, 2003
June 5, 1971 – July 25, 2003
September 25, 2000 – April 17, 2004
November 18, 1972 – July 29, 2003
July 14, 1973 – July 21, 2003

Promotions

During fiscal year 2004 Mayor William J. Phelan promoted the following personnel within the Quincy Fire Department.

Promoted to Deputy Fire Chief

Captain Timothy E. Pettinelli promoted to Deputy Chief on July 26, 2003

Promoted to Captain

Lieutenant Kevin P. Bythrow promoted to Captain on July 26, 2003
Lieutenant John P. Gillan promoted to Captain on July 26, 2003

Promoted to Lieutenant

Firefighter Jonathon E. Columbus promoted to Lieutenant on July 26, 2003
Firefighter Paul Deshler promoted to Lieutenant on July 26, 2003

Firefighter James E. McCluskey promoted to Lieutenant on July 26, 2003
Firefighter Edward W. Rossini promoted to Lieutenant on July 26, 2003
Firefighter Daniel E. Coletti promoted to Lieutenant on July 26, 2003
Firefighter Ralph E. Blight promoted to Lieutenant on July 26, 2003
Firefighter Stephen W. Grazioso promoted to Lieutenant on January 3, 2004
Firefighter Stephen J. Corbo promoted to Lieutenant on January 3, 2004

Quincy Fire Prevention Bureau

Code enforcement, fire inspections and fire investigations conducted by the Quincy Fire Prevention Bureau continue to insure a high degree of safety to those who reside, work, transit, or are entertained within the City. Most of the inspections conducted by the Department, and in particular, the fire

prevention bureau, are in accordance with Massachusetts General Laws, Chapter 148 and 527 CMR. Also the department follows the mandate of the Massachusetts State Fire Marshal.

In-service personnel under the guidance of the fire prevention bureau conducted smoke detector inspections of residential buildings being sold. Oil burner installations were also inspected within the City of Quincy.

Tank removal permits and demolition permits were issued and the actual removal of tanks and building demolitions were inspected by the fire prevention bureau.

More than 40 lodging homes required inspections during the fiscal year.

There were innumerable code enforcement inspections upon complaints or referrals from concerned citizens, the Quincy License Board, fire suppression personnel, or other inspectional agencies.

New construction within the City demands continuous inspections from the fire prevention bureau. Also, various occupancies licensed by State Agencies require both quarterly and yearly inspections. Included are the two colleges within the City and Quincy Medical Center. There are also 26 schools, 30 daycare centers, 6 nursing homes and several halfway houses, all requiring

inspections. In addition, the prevention bureau also maintains records to insure that all inspections and permits are billed for and monies are received.

Under the guidance of the fire prevention bureau is the responsibility to insure that a firefighter(s) is present as a "fire watch" at construction sites and various other locations when required by MGL, code or ordinance.

As a result of a very proactive fire safety educational program, more than 4,200 students received education in fire safety and evacuation. School exit drills were conducted for close to 10,000 students. A juvenile fire setters program was conducted for 12 individuals. Also, many senior citizens received instruction in fire safety and evacuation concerns.

Quincy Fire Training Division

The training division, under the direction of Captain James Kennedy, provided more than 10 different training programs during fiscal year 2004. Always a challenge is conducting the drill school for the new recruits. The drill school lasts for 8 weeks and takes extensive planning and liaison with the many agencies that assist the department. Recruits that complete the 8-week drill school are well prepared to join the suppression forces and safely operate at fires and other emergencies, but at no time does the training end there. Twenty recruits that were hired on June 30, 2003 received recruit training during July and August of 2003.

The Training Division during Fiscal 2004 also conducted the following training programs.

| | |
|---|---------------------------------|
| Recruit Drill School..... | July – August 2003 |
| New SCBA 4.5 familiarization and training | September – October 2003 |
| EMT refresher courses | October of 2003 and April 2004. |
| MDU (HazMat trailer) training | October – November 2003 |
| Defibrillator Training (refresher) | December 2003 |
| Use of foam and new foam educators/nozzles | January – April 2004 |
| CPR Re-certification | March 2004 |
| Emergency Vehicle Driver Training (EVOC)..... | May – June 2004 |
| MDU drill in conjunction with Quincy Medical Center | June 2004 |

In addition to the training mentioned above, every 1st Friday of the month, a 3-hour EMT Continuing Education Class was held for off-duty members of the department.

Also during the fiscal year, other surrounding communities utilized the maze, including the fire departments from Plymouth, Scituate, Hull and Newton.

Quincy Fire Department Apparatus Repair Facility

The Master Mechanic, James April was pleased to report to the Chief of Department that fiscal year 2004 was very successful as there were no major mechanical failures during any fires. The Master Mechanic credits this to the efforts of himself and his assistant, Michael O'Connor in being able to keep up with the everyday repairs to vehicle components. Whether the repairs are due to wear and tear over time, or breakage, the above mentioned repairs have paid great dividends to the City.

Although some of the front line fire apparatus have been in service for over 20 to 25 years, because of the preventative maintenance performed by the mechanics, very seldom does the apparatus need emergency repairs that would result in a mechanic being called back to duty after hours.

One of the keys to extending the life of the older fire apparatus is to infuse both a great amount of parts and time into the vehicles during any preventative maintenance visit to the repair facility. Although the length of time the apparatus has been able to serve as a front line fire truck has been extended, it has not been without an unusual amount of funding in excess of \$100,000.

Also, all of the department's vehicles and apparatus are inspected yearly in accordance with the laws of the Commonwealth.

I am pleased to report that 2 new fire pumps have been ordered and expected to be delivered during the Spring of 2005.

The following is a list of vehicles used within the department.

- 8 - Frontline pumpers
- 3 - Frontline ladder trucks
- 1 - Heavy rescue truck
- 1 - Haz-Mat van (1-ton)
- 2 - Special service units
- 2 - Spare pumpers
- 1 - Training pumper
- 2 - Spare ladder trucks
- 1 - Spare aerial tower truck
- 1 - Fire Alarm bucket lift truck
- 1 - Fire investigation van
- 1 - Air supply truck
- 3 - Boats (with motors and trailers)
- 2 - Diesel generators
- 1 - Backhoe
- 26 - Other support vehicles

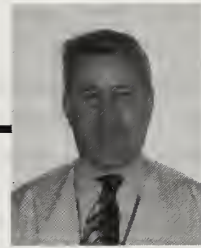
Quincy Fire Alarm Division

The Fire Alarm Division continues to install, repair, and maintain the municipal fire alarm boxes in the City of Quincy. There are approximately 1,100 fire alarm boxes in the City, of which at least 800 of them are directly connected to commercial, municipal and multi-unit residential buildings. There are 20 separate fire alarm circuits and hundreds of miles of aerial and underground cable that must be monitored and maintained to insure the fire alarm system remains reliable.

The division also oversees the fire department radios and telecommunications/data systems which are required to maintain good communications between the stations and also the mobile radio units. There are currently more than 100 mobile and portable radios within the radio system.

HEALTH DEPARTMENT

Andrew G. Sheele, HEALTH COMMISSIONER



Annual Report 2004

The Health Department continues to address the public health problems facing the community by providing preventive health services, implementing a range of environmental, communicable disease and infection control regulations and by offering educational information and activities on all services provided. A summary of our services, programs and activities for this fiscal year is provided below.

Substance Abuse Control Program Activities - Tobacco Control Program

Despite complete cuts to the Massachusetts Department of Public Health's Tobacco Control Program, the Quincy Health Department continues to work closely with Bay State Community Services and the Quincy Police Departments Community Policing Division to enforce tobacco regulations regarding access of tobacco to minors. Food and housing inspectors ensure that all Vending Machines in establishments have permanent lockout devices installed and compliance checks of proper signage prohibiting the sale of tobacco to minors. Violators received the fines as established in the Regulations. Referrals were made for 7 individuals wishing to attend smoking cessation clinics. The Quincy Health Department for public hearing in June submitted a more restrictive Regulation prohibiting smoking in the workplace and private membership associations.

Alcohol Prevention Activities of Our Community Health Network Area (CHNA)

The Health Department staff continues to participate and support the activities of our CHNA program. This year's focus of our

CHNA group was developing and offering educational programs, community events and initiatives to raise the public's awareness of the effects of alcohol abuse on both the individual and the family. Such programs offer measures for prevention, intervention and treatment for alcohol abuse.

AIDS Consortium Prevention Activities

One of our public health nurses represents the Health Department as a member of the South Shore AIDS Consortium. The members continue to work diligently to help individuals living with HIV/AIDS and their families by offering a variety of services including assistance with housing, medical care, home health care, counseling and holistic health information.

Public Health Nursing Programs and Activities

The nurses' role in the area of prevention and control of tuberculosis has expanded with our two nurses now required to function as mandated case managers for patients with an active TB disease. One of the most successful aspects of TB control is the practice of "Directly Observed Therapy" (DOT) for patients with active TB disease. To support patients in adhering to the treatment regimen, nurses visit patients in their homes to monitor the administration and effectiveness of medication. An outreach worker from the State TB Program supports the nurses in this aspect of care. TB testing and screening clinics is held in accordance with current regulations of the Massachusetts Department of Public Health. Contact testing through follow up of residents and new participants is also performed.

Culturally diverse education and outreach programs are conducted in conjunction with state and local organizations.

The Massachusetts Department of Public Health's regulations require that certain communicable diseases be reported to the local health departments. The nurses review each incident of communicable disease and file a thorough report to the Massachusetts Department of Public Health. The reports serve as one of the most important measures to prevent and control communicable disease in the city. In addition, the nurses work to ensure that members of the community who have come in contact with a communicable disease are evaluated to determine if infection is present. Patient confidentiality is always respected. The nurses also provide preventive education, support and guidance to patients and their families and act as a resource to area health care providers on issues concerning communicable diseases.

Clinics

Lead screening clinics for children age nine months to six years, were held to detect elevated lead levels in blood and to refer the child for follow up as needed. Adult Immunization Clinics were held weekly and by appointment to protect adults against infectious diseases such as tetanus, diphtheria and pneumonia. College immunization clinics held weekly.

Each fall free influenza clinics are held at Elderly Housing Facilities, Neighborhood Health Centers and The Health Department. Home Visits were offered to home bound. The nurses also distributed the flu vaccine to the area health care providers, nursing homes, Quincy Medical Center and the Manet Community Health Centers. Hepatitis B vaccine was provided to public employees at risk for occupational exposure to infection. Immunization clinics for post exposure to certain communicable diseases (Hep A) are held as necessary.

Biologic Distribution Program

The nurses maintain an established biologic distribution station. Each nurse was responsible for dispensing M.D.P.H. free vaccine to Quincy health providers, Quincy Public Schools, Quincy Medical Center for the prevention of measles, mumps, rubella, polio, tetanus, diphtheria pertussis (whooping cough) haemophilus influenza, chicken pox, Hep A and hepatitis B Immunoglobulin. The nurses also dispensed PPD tuberculin vaccine, monitored its usage and educated community providers regarding appropriate screening practices in TB prevention control. Additionally, influenza, pneumonia, tetanus /diphtheria, was provided to health care providers and nursing homes.

Recreational Camp Programs.

Recreational Camps are inspected, licensed and monitored yearly by the nurses to insure public health safety and prevention of communicable disease. They also provide camps with info on regulation changes and current health issues.

Health Education Seminars for Senior Citizens

During the course of the year seminars for senior citizens took place at Community Centers and at Marina Place. The topics included the importance of food safety practices, cholesterol levels, diabetes and the importance of receiving immunizations as adults. Seminars for Blood-Borne Pathogens and diseases of the skin were given monthly for those requesting tattoo licensing. Seminars for city employees on Bloodborne Pathogens were also done. The nurses also provide Health Guidance and Referrals to residents and health care providers and work closely with the Commissioner of Public Health. The nurses continue their collaborative efforts with QATV and news media regarding current health issues and concepts.

Food /Health Inspection Program Activities

The two full-time food/health inspectors are charged with oversight of the approximately 557 facilities in Quincy that receive licenses to sell and/or prepare and serve food in the city. In

general terms, complaints of any alleged food poisoning require the facility be inspected immediately with follow-up activities conducted by both our nurses and inspectors as necessary. Complaints concerning employee hygiene, unsanitary conditions and others reported by consumers are investigated and followed-up as soon as possible. Consumer complaints about overflowing dumpsters and litter, debris around food establishments are still the most frequent consumer complaints. Issuance of tickets for violations of the Dumpster Ordinance continues to be a routine practice limited now to a certain number of violators.

Those food establishment owners planning to open a new restaurant and those renovating existing restaurants met with inspectors to discuss and complete a plan review packet. This packet contains copies of our smoking regulations, dumpster ordinances, explanation of critical and non-critical violations listed in our food inspection form and requirements for equipment needed, depending on the food to be prepared and/or served in the new or renovated establishment.

New Training & Enforcement Requirements/Food Inspection Program

The Massachusetts Department of Public Health, Division of Food and Drug, in October of 2000, required establishment managers to become Certified Professional Food Handlers before October 2001. The Quincy Health Department arranges and sponsors training classes for new owners and employees conducted by Professional Food Service Trainers.

Our food/health inspectors and sanitarians also inspected and responded to complaints regarding semi-public swimming pools, tanning facilities, massage parlors, health clubs and one stable. In addition the two food/health inspectors served as, animal inspectors. Approximately 115 dogs and cats were required to be quarantined and released this year.

Rabies Prevention and Control Activities

The health/animal inspector pursued all reported cases of possible rabid dogs, cats, raccoons and skunks. Consultation was offered with follow-up should an individual require pre or post rabies treatment. The Massachusetts Department of Public Health, Division of Communicable Disease fact sheets and educational materials on Rabies were again distributed to schools and the media.

One rabies clinic was held this year in April to encourage dog and cat owners to have their pets immunized. Dr. Tricia Glazier, Veterinarian, conducted the clinic assisted by members of our staff who record important information on the vaccination status of the pet and issue tags which identifies the animal as having been vaccinated within the year.

Chief Sanitarian, Housing Code and Other Sanitarian's Activities

The Chief Sanitarian spends considerable time carrying out her responsibilities as the Supervisor of the Housing Code staff, which includes one code inspector, one full-time sanitarian and as needed one part-time sanitarian. She met as needed with staff to review individual cases and to offer guidance and consultation for resolution of cases. In her role as Supervisor of the Semi-Public and Public Swimming Pools, she conducted an Annual Training Seminar prior to the opening of the seasonal pools for the in house inspectors to ensure they meet the requirements of the State Sanitary Code "Minimum Standards for Swimming Pools". In addition to inspecting an assigned number of seasonal pools every month, she assisted the two sanitarians as needed in carrying out the mandates of the Swimming Pool Regulations while conducting inspections of their assigned pools. She also reviews & approves construction plans for new semi-public and public pools.

The Chief Sanitarian also provided Health Department comments on behalf of the Health Department to the members of the Zoning Board of Appeals on issues coming before the board.

A considerable portion of her time was dedicated to the review of plans and documents, site inspections, meetings with engineers and developers of proposed new subdivisions, PUD's and commercial facilities to discuss drainage, sewage, insect/rodent control, hazardous materials, dust control, solid waste and other environmental prevention and control issues specific to the site. The Chief Sanitarian and the other sanitarians responded to the daily complaints by residents concerning such issues as nuisance, dust, indoor air pollution, asbestos exposure, rodent and insect complaints, water quality concerns and complaint of air quality and odors.

Special Projects:

Massage Regulations – Updated and revised comprehensive draft massage regulations (currently under review by solicitor's office).

West Nile Virus – Working with DPW, Norfolk County Mosquito Control Project and Quincy's Animal Control Officer, the Health Department worked to prevent and control the potential for the West Nile Virus occurring in the City. Information on the preventive and protective measures residents could take to control mosquito breeding in their yards and to protect themselves from mosquito bites was provided to the media and to the general public via the City's Web Page.

Urban Area Security Initiative (UASI) Grant – Worked with Commissioner and Public Health Nurses to submit an \$83,592 grant for equipment and supplies for emergency preparedness, including planning and preparedness for mass immunization.

Hoarding Seminar – Developed and presented to the Council on Aging a seminar on Hoarding and Clutter. Involved research and development of

presentation as well as informational handouts and brochures.

Bathing Beach – Responsible for scheduling and coordinating the City's Bathing Beach Sampling Program. Involves coordination of weekly sampling of beaches, keeping statistics, notifying public and media via press releases and information on Web Page. Compile final report at end of season.

Health Department Web Page – Responsible for updating information on the Health Department's portion of the City's Web Pages. Posts up to date statistics regarding West Nile Virus surveillance, bathing beach sampling results, and flu vaccine clinics. Posts articles of concern including information on Extreme Cold, Mad Cow Disease, Tick-borne Diseases and Mosquito control.

Housing Code Division

Our Housing Code inspector and Sanitarians (one full-time and one part-time) are assigned complaints involving housing conditions, primarily in rental properties. Housing code inspections may include lead paint determinations (if children under six reside within the dwelling) in addition to comprehensive Sanitary Code inspections according to Minimum Standards of Fitness for Human Habitation. The same inspectors also respond to nuisance conditions, usually involving trash and debris and/or rodents. The housing code division also performs routine and complaint inspections of the City's lodging/rooming houses and Hotel/Motels/Inns. Our Sanitarians, in addition to housing and nuisance complaints also perform complaint and licensing inspections for sun-tanning facilities, massage establishments and body art facilities.

Shellfish Warden Activities

Our shellfish warden continues to enforce the city's Shellfish Management and Regulation

Plan which requires the licensing of all diggers, the routine testing, opening and closing of the flats in accordance with all of the Division of Marine Fisheries requirements. The shellfish warden also assists our department in collecting water samples and in posting signs when particular beaches are unacceptable for swimming and in removing such signs following acceptable results of re-tested water samples. He is also an active member of the Shellfish Warden's Association and has received an award for his continued efforts to improve the quality of the clam-flats in the city.

The Health Department has also added a pump-out boat that was procured with monies from a grant under the Clean Vessel Act. This boat is run from May thru October and services boats mainly in the Quincy Fore River and Town River. Waste is pumped from recreational crafts and disposed of in the City of Quincy sewer system. During this fiscal year 403 boats were serviced and approximately 8700 gallons of sewerage collected through use of the Pump-Out-Boat.

Health Commissioner's Activities

The Health Commissioner oversees all programs, clinics and activities of the Quincy Health Department. Has routine meetings with staff to discuss any issues or problems. Attends department head meetings with the Mayor and his staff.

Beach Commission

The Health Commissioner conducted research this past year as requested by the Beach Commission. One area in which the Beach Commission was concerned with was the water quality testing that use to be done at the Germantown fire station beach. We are hopeful that we will be able to resume testing at that beach in the summer of 2004. The Health Commissioner, along with Margaret Milne and Marie Vu have submitted a proposal for a skin cancer grant through the Mass Health Officers Association.

Bioterrorism

The health department's significant involvement in bioterrorism response and preparedness activities which have been on going.

Development of fact sheets; web information and both in-house and citywide protocols were a prime responsibility of the Chief Sanitarian and other key staff members. Dozens of documents generated at the federal and State levels have been reviewed and continue to be incorporated into the City's disaster preparedness plans. Great studies have been made in the development of citywide immunization and evacuation plan to include mobilization and communication of all city departments

Quincy License Board

The Health Commissioner is a member of the Quincy Licensing Board and its Vice-Chairman. The Licensing Board meets 3 times a month and is responsible for the issuance of over forty different licenses. Each application has a thorough review process and a hearing. The License Board listens to complaints and violations against license holders and renders decisions.

REGION 4b

The Health Commissioner attends monthly meetings of Region 4B. Comprised of 27 communities, health agents from each work closely with state and federal officials on a host of different public health issues facing our communities. We are currently working to get state funds allocated to local public health departments for emergency preparedness.

Special Projects

Quarry Hills Associates Project

The Health Commissioner worked with the City's Environmental consultant in reviewing and discussing all issues related to the placement of materials proposed by the developer on the site assigned portion of the proposed golf course in the city. A number of discussions occurred between the environmental consultant, DEP and the developers, which were in turn discussed with the Commissioner for eventual decisions.

Highpoint Project

The Health Commissioner and Chief Sanitarian worked with the DPW Commissioner and environmental consultants on the noise, insect and dust control requirements for the first phase of this project conducted during this fiscal year.

Quincy Mayors Crusade Against Cancer

Partnered with the American Cancer Society, South Cove, Manet Community Health, Bay State Community Services, Quincy Medical Center, Harvard Vanguard, Quincy Public Schools and the Quincy Business Association to educate and increase prevention, early detection, screening and awareness of cancer for all Quincy residents. Created an informational pamphlet that was distributed throughout the City of Quincy.

Mayors Quincy Center Task Force

Partnered with the Mayors office, the Quincy Police Department, Constituent Services, the Thomas Crane Public Library, the Quincy Business Association, Father Bills Place, the Quincy Crisis Center and the Quincy Center

Neighborhood Association to address issues of public safety and public behavior in and around Quincy Center. A list of 26 recommendations was forwarded to Mayor Phelan for his review.

Quincy Hunger Network

In the spring of 2003 Germantown and West Quincy were identified by Project Bread as areas in the city with a high concentration of people in need of food assistance. In response to this we conducted its first annual food drive in early December of 2003 with the cooperation of the U.S. Postal Service and area food pantries. After that first food drive we met with the five area food pantries, the seven area supermarkets and the Health Commissioner to discuss the problems and possible solutions. From this the city has created The Quincy Hunger Network. Our goal is to make sure that every Quincy food pantry has a sufficient amount of food to service the clientele in their areas. Food drives are being held every other month at one of the markets in the city.

| <u>Health Inspectors</u> | Routine Inspections |
|---------------------------------|----------------------------|
| Restaurants | 1410 |
| Retail Food Stores | 1096 |
| Mobile Food Service | 8 |
| Catering Service | 12 |
| Cafeteria | 63 |
| Bakery | 39 |
| Function Halls | 49 |
| Temporary Food Service | 112 |
| Vending Machine | 0 |
| Motels | 41 |
| Nursing Homes | 26 |
| Swimming Pools | 144 |
| Day Care Sanitation | 51 |
| Health Club, Steam Baths, Sauna | 68 |
| Tanning Facilities | 69 |
| Massage Parlors | 140 |
| Schools Private-Parochial | |

| | |
|---|------|
| <u>Food/Health Investigationa/Complaints</u> | |
| Consumer Food Borne Illness | 33 |
| Consumer Product Tampering | 9 |
| Consumer Employees Hygiene | 51 |
| Consumer Unsanitary Conditions | 49 |
| Consumer Dumpster Complaints | 89 |
| Consumer Rubbish Debris | 75 |
| Consumer Food/Insect/Rodent | 15 |
| Sewer/Grease/Drainage | 39 |
| Toilet Facilities, Unsanitary | 23 |
| Other | 159 |
| Insect & Rodent Control | |
| Rat Complaints | 52 |
| Cockroach | 61 |
| Animals- | |
| Dog Bites Reported | 48 |
| Long Term | 7 |
| 10 Day | 34 |
| Other | 2 |
| Cat Bites Reported | 113 |
| Long Term | 92 |
| 10 Day | 12 |
| Quarantined Animals | 145 |
| Fish & Wildlife Complaints | 12 |
| Laboratory Testing-Frozen Desert | 201 |
| Burial Permits | 777 |
| <u>Nursings Division –</u> | |
| I. Total Home Visits | 80 |
| II. Total Office Visits | 587 |
| III. Total Telephone Visits | 4096 |
| IV. Total Health Guidance | 4445 |
| V. Total Child/Adult Clinic | 48 |
| VI. Total School Visits | 0 |
| VII. Total In-Service Education | 16 |
| VIII. Total Conference | 191 |
| IX. Total Meetings | 95 |
| X. Communicable Disease Reports | 145 |
| XI. Tuberculosis New Cases | 7 |
| XII. HIV/AIDS Information Ref. | 0 |
| XIII. Biologic Services | 190 |
| XIV. Camp Visits | 39 |
| XV. Health Fairs | 0 |
| XVI. Flu Shots | 2750 |
| XVII Inspection | 11 |
| XVIII. Seminars | 27 |

| | |
|---|-----------|
| <u>Tuberculin Testing</u> | |
| Total | 221 |
| Male | 82 |
| Female | 139 |
| Negative | 182 |
| Positive | 24 |
| Not Read | 17 |
| Certification | 73 |
| Contact | 95 |
| College Entrance | 0 |
| Routine | 43 |
| Referred to BMC | 21 |
| New Entry | 5 |
| <u>Chief Sanitarian Summary</u> | |
| Pool Inspections | 39 |
| Demolition Inspections | 37 |
| Sub Division Review | 3 |
| Housing Code - Hoarding | 4 |
| Bathing Beach Report | 1 |
| Air Pollution | 11 |
| Lisc. Transfer Inspection | 6 |
| PUD | 1 |
| ZBA Agenda Review | All cases |
| Occupancy Permits | 4 |
| Indoor Mold | 2 |
| Nuisance Complaint | 18 |
| Seminars | 6 |
| Septic/Sewage | 3 |
| Asbestos | 7 |
| Subdivisions | 2 |
| <u>Housing Code Inspections</u> | |
| <u>Complaints</u> | |
| # With Code Inspections | 253 |
| # Housing Code Reinspections | 430 |
| # With Violations Outstanding | 151 |
| # Requiring Court Activity | 66 |
| # Administrative Hearing (In-House) | 7 |
| # Lead Paint Determinations/Inspections | |
| # In Violation | 36 |
| # In Compliance, Initial Inspection | 7 |
| # With Violations Corrected | 15 |
| # Requiring Court Activity | 5 |

HUMAN RESOURCES DEPARTMENT

Roberta Kety, DIRECTOR



Annual Report 2004

The Human Resources Department handles benefits (employee, retiree, employees on leave of absences, and worker's compensation), compensation, employee and labor relations. The 2004 Human Resources Department consisted of the following very dedicated and hard-working individuals: Marie Brinkmann, Benefits Coordinator; Lorene Connolly and Patricia McGowan, Human Resources Assistant (job share) and Kathleen Tetreault, Assistant Benefits Coordinator.

In the benefits area, we administer the health plans for 4292 subscribers that include 2541 subscribers on the Health Maintenance Plan (HMO) and the Preferred Provider Plan (PPO) and 1751 retirees on the Medicare Enhance and Quincy Medical Center – Boston Medical Center (QMC/BMC) Preferred. This represents over 8000 members. We also conducted an Open Enrollment in the Spring for employees and retirees so that they have an opportunity to change their benefit choices. In addition, we worked with the Quincy Insurance Advisory Committee on a number of issues and concerns.

Marie Brinkmann, the Benefits Coordinator, conducted audits of all the plans that resulted in cost savings and more accurate reporting. In addition, she continued to restructure the organization of the record retention system within the department. We are now able to sit with any employee and review their entire benefit package. This includes a review of all beneficiary information. The Human Resources Department also processed nineteen (19) applications for leaves of absence under the guidelines of the Family Medical Leave Act.

The Human Resources Department is an integral part of the Civil Service recruitment and promotion process for Firefighters and Police Officers. The hiring process includes, but is not limited to, interviews, background investigation, physical and psychological examination and the Physical Ability Test.

During the Fiscal year, twenty- one (21) firefighters were hired and began their eight week training in July 2003. Twenty- four (24) firefighters retired during this fiscal year. In the Quincy Police Department, nineteen (19) police officers were hired. Fourteen (14) Police Officers retired during the fiscal year.

The promotion process involves an interview and record review including a thorough review of the individual's Personnel File. There were promotions in both the Police and Fire Department. One (1) police officer was promoted to the rank of Lieutenant and one (1) to the rank of Sergeant. In the fire department, there were the following promotions: one (1) Deputy Fire Chief, one (1) Captain and eight (8) Lieutenants.

In the Employee and Labor Relations area, the City's Labor Counsel David Grunebaum and the Director of Human Resources conducted successful contract negotiations with the following: the Quincy Public Employees Association, Quincy Supervisory Association, Service Employees International Union (S.E.I.U), Local 888, Massachusetts Nurses Association and the International Association of Firefighters, AFL-CIO, CLC, Local 792. The Human Resources Department worked closely

with all unions to resolve problems and grievances on a regular basis.

The City's Labor Counsel and the Director of Human Resources were also involved in several disciplinary actions, arbitration hearings, Civil Service appeals and hearings before the Labor Relations Commission. They were successful in all but one case that is presently on appeal to the Superior Court.

The Employee Recognition Program recognized three individuals who perform exceptionally

well at their jobs. All employees received nomination papers and a committee comprised of union officials chose the winners. Throughout the year, a number of employees were recognized for their individual efforts on specific situations.

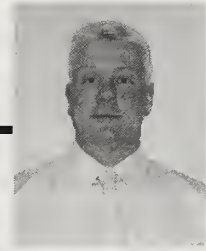
This is an overview of the most important events that occurred during this fiscal year.

It has been a very exciting and successful year!



INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS SYSTEMS

Ronald E. Donovan, CHIEF INFORMATION OFFICER



ANNUAL REPORT 2004

The Information Technology and Telecommunications Department provides technology services to all City of Quincy departments in the areas of both data communications and telecommunications. These services are provided by a staff of 15 people via:

- Programming services in development and support of all applications (G/L, A/R, A/P, Purchasing, Personnel, Payroll, Real Estate and Utility Billing, Budgeting, QFD Dispatching, Assessors, etc.) housed on City servers.
- Management and support of 3rd party applications (E-911, QPD Dispatching, Permitting, CAMA Appraisal System, City Website, etc.) housed on City servers.
- Management and support of all data-center class servers for data integrity, hardware and Operating System(s).
- Personal Computer (desktop) support for over 1000 users across 25-30 locations in the areas of hardware, software and end-user training.
- Communications and Network management and support for all Local and Wide Area Networks.
- Telecommunications management and support for both land based and cellular based phones for over 2000 users.
- Print and publishing services for all City departments.

I would like to use this space to thank all Information Technology personnel for their professionalism, dedication and hard work serving the needs of City employees and by extension the citizens of Quincy.

Major accomplishments for the fiscal year 2004 were:

- Provided daily technology support as outlined above.
- Implemented the new Vision Technology Assessors CAMA software in support of the Assessors Office.
- Completed the RFP and selected MUNIS as the vendor of choice for new Financials Software. Project in process.
- Implemented an upgraded wide area network in support of Broad Meadows Middle School, Point Webster Middle School, Health Office, and the Inspectional Services Office.
- Implemented stronger security and anti-virus software solution to protect city computer resources.
- Upgraded network equipment in multiple locations to increase efficiencies.
- Installed upgrades to multiple data center servers, including the DNS server and Novell network server for increased capacity and throughput.
- Implemented an upgrade of the Incident Reporting System for QPD that includes the National Incident Based Reporting System (NIBRS). This system aligns the Quincy Police Department with both State and Federal reporting standards and requirements, allowing the QPD to seamlessly share files with State Police and FBI, thereby improving efficiencies in many areas while reducing liability.

- Expanded the functionality of the Detective Case Management system in support of the Quincy Police Department.
- Implemented an upgrade of the supported the Digital Photo Lab system at QPD for increased efficiencies.
- Printed 3.4 million images (printed pages), with a total of approximately 24500 individual print jobs. In addition, 400 jobs (500,000 pages) were printed for manuals, letterhead, booklets, postcards, and business cards. Some notable jobs: Water bills, tax bills, and auto excise bills; City Census; Quincy Public School schedules, Report cards and interim reports; FY 2004 budget with zero-based budgeting format; Personnel manuals.
- Upgraded the phone system and phones in support of the Mayors office.
- Installed new and upgraded personal computers in the Auditors office, QPD, Health, Veterans Services, Park, QFD, Personnel, and the DPW department(s).
- Managed the CCRS telephone system in support of over 400 calls for moves, repairs, feature changes, etc.
- Performed server and workstation upgrades to the QFD Firehouse software in support of QFD.



INSPECTIONAL SERVICES

Jay Duca, DIRECTOR



Annual Report 2004

Introduction

The Quincy Inspectional Services Department (ISD) was created in 1997, in order to consolidate six related departments under one roof. This consolidation served to streamline the construction permitting process for developers, business owners and the citizens of the City of Quincy. We are conveniently located at 1585 Hancock Street, Suite 301. We are open to the public weekdays from 7:00AM to 3:30 PM. Our walk-in clinics are held every Thursday from 2:00PM to 4:30 PM. At the clinic, homeowners can meet one on one with our staff in order to get answers to questions concerning building, zoning or conservation issues.

City Demographics

The City of Quincy is the tenth largest city in the Commonwealth with a population of approximately 90,000 people. There are approximately 25,000 public, commercial and residential buildings and structures throughout the City. There was approximately \$3.2 million dollars in construction costs recorded by ISD during FY2003 -2004. This amount of construction reflects an overall increase in construction of approximately 25% from FY2000-2001.

Mission Statement

The Inspectional Services Department is committed to providing helpful, fair and consistent service to the public. We will be ever mindful of our duty to promote the public health, safety, convenience and general welfare of the inhabitants of the City. We are dedicated to providing convenient and easily accessible information and services, and accurate record keeping. The Inspectional Services Department is committed to working as a team, uniting with other City Departments to accomplish our goal

of protecting and serving the citizens of the City of Quincy.

Organizational Structure

The six departments that were combined to create the Inspectional Services Department are the following:

Building Department
Conservation Commission
Plumbing and Gas Department
Weights and Measures
Wiring Department
Zoning Board of Appeals

Primary Function of ISD

The Inspectional Services Department has four primary functions:

1. The Building Department ensures that buildings and structures in the City are safe for the public to use and occupy, and that all building, structures and uses meet the requirements set forth by the Massachusetts State Building Code. (780CMR, MGL Ch.143). This task is accomplished through the permitting and inspection process. During this process the building department reviews construction plans for compliance with the Massachusetts State Building Code, the Zoning Act (MGL Ch 40A), the City of Quincy Zoning Ordinance (Title 17, as amended), Wetland Protection Regulations (MGL Ch.131), and the Architectural Access Board Rules and Regulations (CMR521). In addition to issuing building permits, the building department also inspects and issues Inspection Certificates on a scheduled basis for buildings such as nightclubs, restaurants, day care centers, public schools, apartment buildings and other places of assembly. The building department receives and investigates complaints of zoning and building code violations. The building

department answers technical questions from contractors, and the general public on a daily basis.

2. The Plumbing and Gas Department issues plumbing and fuel/gas permits and ensures that all plumbing and gas installations throughout the City are installed in compliance with the Massachusetts Fuel Gas Code. (CMR248)
3. The Wiring Department issues wiring permits and ensures that all electrical wiring projects throughout the City are in compliance with the National Electrical Code. (NFPA 70)
4. The Weights and Measures Department through the permitting and inspection process, ensures that all scales, gasoline pump meters, oil truck meters, and retail store scanners throughout the City are accurate.

In addition to our primary functions, ISD also:

- Maintains the Quincy Builders License Program, and administers the testing of applicants wishing to obtain a Quincy Builders License.
- Administers the Quincy Building Board of Appeals process by which developers, business owners and residential property owners can seek relief from the requirements of the Massachusetts State Building Code.
- Administers the Zoning Board of Appeals process by which developers, business owners and residential property owners can seek relief from the City of Quincy Zoning Ordinance.
- Reviews plans for projects that will impact a Federally Protected Resource Area,

and works together with applicants to ensure that resource areas will be protected in accordance with The Federal Wetlands Protection Act, MGL 131, and Local Quincy Regulations.

- Administers the Floodplain District throughout the City.
- Reviews proposed developments to ensure that all structures are in compliance with FEMA regulations
- Participates in the National Flood Insurance Program (NFIP). By adhering to the strict guidelines set forth by the NFIP, the City of Quincy has one of the highest community ratings in the State. A high community rating from the NFIP means lower flood insurance premiums for homeowners.

Overall Data Summary

The Inspectional Services Department received \$3,220,699 in permit and related fees. Those fees are based on 155 million dollars in construction costs. The total fees collected include \$11,393 received for public safety inspections for buildings such as public schools, day care centers, nightclubs and restaurants.

The FY2003-2004 operating budget for ISD was \$1,045,089.

ISD collectively issued 7983 permits, and performed over 18,000 field inspections. In FY2004 there were over 1000 complaints that were investigated and processed by ISD. The Zoning Board of Appeals processed and heard 130 cases in FY 2003-2004.

In FY2003-2004, the Conservation Commission processed 42 cases which were impacting a Resource Area and issued Orders of Conditions or other Determinations in each case.

Interdepartmental Data Summary

Building Department

| | NO OF UNITS | | TOTAL ESTIMATED COST | FEEES |
|--------|----------------|-------------------------------|----------------------------|-----------|
| | 20 | One Family Dwellings | 3,754,561 | 53,415 |
| | 3 | Two Family Dwellings | 886,300 | 19,516 |
| | 13 | Multi-family Dwellings | 72,257,470 | 1,406,831 |
| | 3 | Mercantile | 18,375,955 | 392,287 |
| | 6 | Garages | 2,631,800 | 26,634 |
| | 1,613 | Residential Alterations | 36,822,321 | 645,930 |
| | 223 | Commercial Alterations | 16,112,543 | 360,338 |
| | 49 | Demolitions | 608,000 | 9,028 |
| | 83 | Signs | 215,380 | 2,892 |
| | 149 | Miscellaneous | 3,282,100 | 69,557 |
| | | | | |
| TOTALS | 2,162 | | | |
| | | Total Estimated Cost | 154,946,430 | |
| | | Receipts for FY 2003-2004 | | 2,986,428 |
| | | | | |
| | | Public Safety Inspection Fees | | 11,393 |

Plumbing and Gas Department

Plumbing Applications

1,387

Fees

\$66,960.50

Inspections

9,658

Total Permits

2,444

Total Fees

120,588.50

Gas Applications

1,057

Fees

\$53,628.00

Inspections

5,365

Total Inspections

15,023

Wiring Department

Electrical Permits issued2738

Total Wiring Inspections.....3980

Total Electrical Permit fees\$104667

Weights and Measures Department

Sealing Fees \$10,056

Articles Tested and Sealed

Total Sealed 1186

Total Adjusted 3

Total Not Sealed 8

Total Condemned 0

Reweighing of Commodities

Total Articles Weighed 180

Total Correct 96

Total Under 29

Total Over 55

Scanner Accuracy Tests

Various Stores 100 Items Per Store

Personnel

Director of Inspectional Services Jay Duca

Plan Examiner Robert Conlon

Senior Building Inspector..... James P. Anderson

Local Building Inspector..... Kathleen F. Nugent

..... Joseph Prondak

..... Paul E. McCarthy Sr.

..... Bruce Knapp

Secretary Maureen MacNamara

Clerk Nora Conners

Clerk Kathy Brash

Zoning Board of Appeals Clerk Noreen Gannon

Conservation Enforcement Officer Heather Sargent

Plumbing and Gas Inspector..... Steven Mattes

..... Thomas Pecorara

Plumbing and Gas Clerk..... Christine Merlino

Chief Wiring Inspector..... Thomas Purpura

Wiring Inspector..... Eugene DeMong

..... David Rouleau

Wiring Clerk..... Kathleen Falcetta

LIBRARY DEPARTMENT

Ann E. McLaughlin, DIRECTOR



ANNUAL REPORT 2004



Skating on the library lawn.

STAFF:

Retirements: The Thomas Crane Public Library staff has always worked as a team. Staff members often work for the library for their entire careers, learning new skills, taking on more responsibilities, and working throughout the library system. In December 2003, four long-time staff members retired, leaving behind a combined legacy of 113 years of service to the City of Quincy. We celebrated their retirements

while marking the passage of people who have contributed so much to the Thomas Crane Public Library.

| | |
|-------------------|----------|
| Lois Cheney | 37 years |
| Josephine Parsley | 34 years |
| Virginia Kelly | 24 years |
| Theodore Walsh | 18 years |

Appointments: Megan Allen became the Library's Assistant Director in January 2004. Ms. Allen began working at the library in 1986 as a reference librarian, and has been Regional Services Director since 1993. She has been

involved in a number of professional organizations, spoken at state and national conferences, and brings a wealth of experience to this position. She succeeds Jane Granstrom who retired in March 2003.

New Staff:

| | | |
|-------------------|----------|-----------------------------|
| William Adamczyk | Nov. '03 | Reference Librarian |
| Diane Costagliola | Apr. '04 | Computer Lab. Assistant |
| Brian DeFelice | Dec. '03 | Custodian |
| Catherine DeVeer | Apr. '04 | Children's Librarian/N.Q. |
| James Jaquette | Mar. '04 | Regional Services Librarian |
| Deborah Rich | Mar. '04 | Systems Librarian |

We are delighted to have this talented group of new staff members. They bring a variety of skills that enrich the library staff and provide better services to the City of Quincy.

LIBRARY SERVICES:

People continued to turn out in record numbers to use the library:

- 684,848 people visited the library in FY'04
- 553 programs were held for adults and children attended by 11,898 children and 1,353 adults
- the library circulated 540,566 books and library materials, of which 111,292 were to children
- 48,093 people had library cards
- 323 people volunteered as Literacy Volunteers tutors or assisting library staff for a total of 6,807 hours
- the Reference Department answered 44,200 questions
- about 20% of all circulation was at the library's three branches

GRANTS

The library was awarded a number of grants for special projects:

- \$20,000 LSTA, Community Languages Grant to purchase library materials in

Chinese, Vietnamese, learning English as a second language and citizenship

- \$10,000 LSTA, Mother Goose Asks Why? Grant for teaching science activities for pre-schoolers to families and caregivers
- \$12,801 Mass. Dept. of Education for Adult Basic Literacy for Literacy Volunteers – Quincy (LVQ)
- \$5,000 Marjorie Reynolds Foundation for teaching adult literacy to LVQ
- \$1,000 MetLife Foundation Reading America Project for Quincy Reads Together
- \$5,955 E-Rate Funding for public technology

FRIENDS OF THE LIBRARY

The Friends continued to work tirelessly to raise funds for special programs and events at the library. The Museum Pass Program is very popular. Currently museum passes are available to ten museums. Passes may be borrowed with a library card, and offer free or discounted admission. The museums are: the Aquarium, the DeCordova Museum, the Gardner Museum, Plimoth Plantation, the Harvard Museum of Natural History, the Children's Museum, the

Franklin Park and Stoneham Zoos, the Museum of Fine Arts and the Kennedy Library.

Friends once again funded the popular weekly Summer Concerts on the Lawn. This year featured Atwater-Donnelly, The 4th Street String Band, Kris Pappas and Branches Steel Band. In October they funded a Sunday afternoon performance by Robbie O'Connell.

Over fifty different programs were funded for families: storyhours, Mad Science Workshops, music for toddlers, performers, storytellers and special events, such as "An Afternoon With Orville Wright", commemorating the one-hundredth anniversary of their flight.

COMMUNITY EVENTS

The library hosted the Quincy Symphony Orchestra's Holiday concert, art exhibits by Paula Campbell, Mary Smith, the Quincy Art Association and the students in the Quincy Public Schools.

During the winter months the main library had a skating rink on the library's front lawn.

Constructed by the Quincy Park Dept., free skating was available to hundreds of families throughout the winter.

Throughout the year, the library offered programs to inspire, to educate, and to entertain thousands of people of all ages.

Board of Trustees
February 1, 2003 – February 1, 2004

Alicia Coletti
Aileen Eleey, Secretary
Lawrence J. Falvey, Jr., Treasurer
Dr. Carol Lee Griffin
Sandra McCauley, Chair
Robert P. O'Connell

February 1, 2004 – February 1, 2005

Alicia Coletti, Treasurer
Harold DiMattio
Lawrence J. Falvey, Jr.
Dr. Carol Lee Griffin
Marilyn Jackson-Adams
Sandra McCauley, Chair

OFFICE OF CONSTITUENT SERVICES

Thomas A. Fabrizio, DIRECTOR



Annual Report 2004

The mission of the Office of Constituent Services is to enhance a partnership between city government and neighborhood residents. The Office of Constituent Services allows for coordination of services in a centralized location by working with multiple city departments and city councilors to solve problems, help citizen access to city services and provide needed services.

The Office also provides direct service to the Quincy community through divisions within the department. These services include Family Advocacy by the management of the Commission on the Family and its programs: the Parent to Parent program, the Parent-Child Home Program and the Transitional Housing Program; the Equal Opportunity Office and its staff participation and technical assistance to the Fair Housing Committee, Human Rights Commission, Commission on Disability, ADA coordinator for the City of Quincy and Asian community outreach and advisory; the Asian Liaison to provide translation services for City Departments and Community Centers to render service to residents with language barrier; and the Rent Grievance Secretary to provide information and mediation associated with landlords and tenants.

The Office of Constituent Services conducts neighborhood outreach through regular meetings with community groups, informational publications in response to identified needs and media communications.

The Office performed the following duties during fiscal year 2004:

- Provided, in a timely manner, services/information/assistance to 1450 requests through

its web-enabled “*Mayor’s Online Constituents Services*” service request page on the city website. In addition, information and referral phone calls and walk-ins for services were handled on a daily basis.

- Continued to work with the Atlantic Neighborhood Association in its effort to obtain a permanent home.
- Participated in the Mayor’s “*Thursday Office Hours*” and his “*Neighborhood Meetings*”.
- Organized the ninth annual Senior Conference in September, which was attended by more than two hundred elderly citizens from Quincy.
- Served as Co-Chairman of the Mayor’s Crusade Against Cancer.
- Enabled four hundred Asian low and medium income families access to city and social services, and citywide events.
- Ensured, in conjunction with DPW and the Solicitor’s Office, the compliance of the ADA settlement agreement with the Federal Department of Justice.
- Helped organize the annual Quincy August Moon Festival and Martin Luther King Breakfast 2004.
- Provided information and advocacy services to both tenants and landlords in Quincy.
- Provided technical assistance and participated in Fair Housing Committee, Human Rights Commission, and the Commission on Disabilities and served as the ADA Coordinator to promote accessibility in Quincy.

- Provided education and Q/A's to City regulations and services to Mandarin, Cantonese, and Vietnamese speaking residents.
- Published and distributed more than 1000 copies of "Guide to Senior Housing in the City of Quincy" pamphlet.
- Served on the Mayor's Quincy Center Task Force to formulate ways to improve Downtown Quincy.
- Assisted with the "Jimmy Kennedy Memorial Run for ALS".
- Distributed the "Purple Pages" to every kindergarten and pre-school child in Quincy.
- Provided assistance to establish the Quarry Museum.
- Assisted in the Town Brook Smelt Restoration.
- Participated in the new "Quincy Pride" Committee,.
- Served on the Quincy/Weymouth Local Board on Homelessness.
- Served on the Quincy Campaign Against Family Violence Task Force.
- Served over three hundred families with over two hundred home visits and four parenting groups each week, through the Transitional Housing Program, the Parent to Parent Program, and the Parent-Child Home Program.

- With the Office of the Mayor, organized the City's first Volunteer Summit.
- Provided leadership to a thirty member local council on the After School Activities Program, which oversees after-school programs in the Quincy Public Schools, including the New Horizons for Youth Program at Point Webster Middle School and the new \$1.5 million 21st Century Community Learning Centers grant at four middle schools.

In order to enhance our services to constituents, cross training among the different expertise within the office takes place constantly. The staff attends professional seminars to update and enrich their knowledge so they may better serve our constituents. The web-enabled "*Mayor's Online Constituents Services*" services request page on the city web-site will be enhanced to allow faster communications between this office and all other departments. Often when one needs help or information, it is during a time of uncertainty when the Office of Constituent Services comes in to coordinate assistance requested. The Office of Constituent Services looks forward to continuing to work with the City Council, the Office of the Mayor and all city departments.

PARK & FORESTRY DEPARTMENT

Thomas P. Koch, EXECUTIVE DIRECTOR



Annual Report 2004

The Park & Forestry Department employs a staff of 23 full-time positions, including administration. During the growing season, temporary help is hired to assist with the care and maintenance of all the parks and facilities under departmental jurisdiction.

The Park & Recreation Board is the permit granting authority for all park use and establishes rules, regulations and policies relative to parkland.

THE PARK & RECREATION BOARD

The City of Quincy lost an outstanding public servant with the passing of Theodore P. DeCristofaro. Ted was a Quincy native who defended his country in World War II and served his community of Quincy Point as Ward 2 Councillor and a member of the Park & Recreation Board. Although Ted will be sorely missed, Mayor Phelan appointed Ted's wife, Betty, to serve out his term on the board and, in a sense, continue his legacy.

This year also witnessed the loss of former Board Member Joseph M. Lydon. Joe was a South Boston native who moved to Squantum in 1950. Joe served on the Board under Mayor Walter J. Hannon and Mayor Arthur H. Tobin.

Jack Nigro was elected Chairman while Connie Driscoll was elected Vice-Chairman of the Board. Bryant Carter was re-elected to his post as Secretary, and remaining board members include: Betty DeCristofaro, Robert Evans, Ronald Mariano, Anthony Sansevero, Josephine Shea, and Sandy Verhault.

Of the nine appointments to the Board, six are appointed by the Mayor representing each of the city's six wards, while the remaining

appointments are made by the City Council with the provision of one being a member of the School Committee.

Nearly 2,300 permit dates were approved during the past year for baseball, softball, soccer, football and lacrosse issued for scholastic, youth and adult league play. In addition, permits were granted for the city's two picnic facilities, to host civic and family-oriented events. This figure has steadily risen from year to year and reflects both an increase in available facilities as well as a diversified roster of activity.

The Board meets the first Monday of each month at the Richard J. Koch Park and Recreation Complex, One Merrymount Parkway.

ADMINISTRATION AND OVERVIEW

The Park Department has jurisdiction over all parkland in the city. This includes care and maintenance of: *34 basketball courts; 22 tennis courts; 7 street hockey/in-line skating facilities; 25 Little League/Softball diamonds; 7 regulation baseball diamonds; 6 full-size soccer fields; 4 full-size lacrosse fields; 3 football fields; 2 picnic facilities; and 28 children's tot-lots.* In addition, the department is responsible for regular mowing and trimming of the grass at the 52 active and passive parks in the city with close to 100 acres cut each week. A number of traffic islands and corners are beautified with flowerbeds and plantings, watered, and generally maintained by the department.

The grounds of 20 school properties throughout the city continue to be maintained by the Park Department. This includes regular mowing and trimming of the grass, the care and maintenance

of all shrubs and trees as well as the maintenance of their various playground structures and amenities.

The Forestry Division of the Park Department, overseen by an ISA – Certified Arborist, has jurisdiction over the city's urban forest, which includes all trees in the public way as well as those growing on parkland or school grounds.

The fiscal year 2004 budget was set at \$1,304,984.00, a figure identical to the previous year's budget, which experienced cuts in excess of \$300,000.00.

Fiscal year 2003 proved to be one of the most significant years in department history. In the spring of 2003 Mayor William J. Phelan announced a comprehensive \$10 million plan to acquire open space, make considerable park improvements and restore marshland. The plan was adopted by the City Council and funding will be provided by the hotel/motel tax, resulting at no cost to the taxpayers.

Fiscal year 2004 was quite productive with respect to progress made on various projects funded by the Park Improvement Bond.

ADAMS FIELD

The first project was the complete renovation of historic Adams Field in Merrymount Park. The Park Department acted as General Contractor and performed much of the site work, in addition to other tasks, utilizing in-house personnel; thus saving the City substantial monies. Project Manager Paul Franz, General Foreman Paul Zambruno, Foreman / Special Heavy MEO Joseph Koch, Mechanic Larry Levasseur, and Working Foreman / Heavy MEO Stephen Mancuso all proved themselves invaluable to the cause as their work ethic, skills and dedication were tremendous assets in ensuring the timely completion of this project. In addition the assistance, cooperation and support of the South Shore Trades Council and the various local unions' donated labor created significant savings to the City.

As with any major project, unforeseen circumstances arose as the project progressed. In digging for the foundation to accommodate the multi-purpose, handicapped-accessible press box building (complete with restroom facility and concessions), ash, refuse and other debris was found and had to be removed and replaced with suitable material. The foundation for the light poles became more complicated as a result of the high water table. Upgrades to the electrical system feeding the entire facility became necessary to accommodate all the new components.

Although this project came in over budget, due to the changes in scope and the advent of unanticipated circumstances, the City of Quincy and its youth will benefit from the project for years to come. Without in-house expertise and labor as well as substantial local union labor donations, this project would have been forced to be scaled back to avoid risking the consequences of hundreds of thousands of additional dollars to see its proper completion. The end result is a facility unrivaled in beauty and utility to serve generations to come.

VETERANS' MEMORIAL STADIUM

The summer of 2003 saw the proposed design work, ultimately calling for the installation of new state-of-the-art turf, a 400m track facility, and an increase in field dimensions (to conform to MIAA regulations for football and soccer) to upgrade an outdated, tired Veterans' Memorial Stadium. Gale Associates based in Weymouth, MA worked on seven local projects similar in scope to the Stadium project and were engaged to produce the design, suggesting the new turf citing both environmental, maintenance and wear-resistant benefits.

Upon completion of the design phase, Mr. Koch, Project Manager Paul Franz, representatives from Gale Associates and City Solicitor Monica Conyngham met to study the environmental impacts this project would have on the surrounding vegetation. As a result, Solicitor Conyngham opined that due to the rigidity of wetlands regulations, in order for the project to

comply with such standards, it would be best suited for the track to be removed from the original design. As the reality of the environmental constraints set in, the department began considering alternate locations to house the much-needed new track facility. The Park and Recreation Board, Quincy Public Schools and Quincy Track Club representatives were kept apprised of the changing situation and their input was sought. All parties with a vested interest agreed that if a regulation track could not fit within the confines of the stadium, a new location would be the logical remedy.

The department is currently considering several locations as a new home for the track.

ARTHUR BOYSON PLAYGROUND

Mayor Phelan held a ceremony in October to celebrate the installation of a new tot-lot at the Arthur Boyson Playground in Adams Shore. A local neighborhood committee, headed by Janet Kirby, raised a portion of the proceeds to realize the completion and the Park Bond covered the remaining expenses. The Park Department installed the new playground equipment, updating the park named for Boyson in 1992, who worked to acquire the land for the playground.

WILLIAM F. RYAN BOATING & SAILING FACILITY

In the winter of 2004, Gale Associates completed the design phase aimed at modernizing the Ryan Boathouse. The design was approved by the Conservation Commission at a Public Hearing in May, and an Order of Conditions was issued in June. The project is under appeal with DEP.

PAGEANT FIELD

Beautification efforts were completed at the Pageant Field complex not only augment the aesthetic landscape, but to add more parking to the facility. The parking lot was paved in the fall, and a center island was installed and seeded, complete with trees, shrubs and ornamental boulders.

VIETNAM VETERANS' DRIVE

As part of the Adams Field project, a portion of Vietnam Veterans' Drive was re-paved and striped to allow for 50% more parking for Adams Field and the surrounding Merrymount Park venues. Further beautification will continue in fiscal year 2005, including the installation of new sidewalks, lighting and a tree planting.

MITCHELL / McCOY COMPLEX

With the renovations of Adams Field complete, creating an updated facility for the city's baseball program, it was agreed that a similar facility be created as the premier venue for the softball program. In the past, Mitchell/McCoy was used by the high school's softball program and youth softball as well as the city's Little League program. Both diamonds measure up just shy of the standards set forth by the MIAA with respect to dimensions.

During the design phase, Park officials agreed that, considering regulation dimensions and safety zones with the integrity of the forested uplands of Merrymount Park in mind, that the complex be transformed into a first class softball-only facility, ultimately eliminating one of the fields to create the necessary space to house the project. The design was approved by the Park & Recreation Board and introduced to the Quincy Public Schools coaches and Athletic Director Ed Miller and representatives from the Quincy Youth Softball and Women's Softball leagues.

After convincing those with a stake in the project's outcome that it would be impossible to fit both diamonds, unless they desired a substandard facility as a result, all groups were on board with the presented design, and site demolition began in the spring.

The project should be complete for the spring 2005 season.

WELCOME YOUNG

In order to compensate for the loss of a diamond at Mitchell/McCoy, the Park & Recreation

Board voted, after Mr. Koch presented a design, that Welcome Young playground in North Quincy be brought back online for female-only softball use. In the past, the Board had voted to end men's league use as they had seemingly outgrown the facility, causing private property damage to the surrounding neighborhood.

In the spring, the diamond was reoriented and a new backstop and team benches were installed. Further improvements, such as the installation of new lighting, are scheduled to be made, but play began in the late spring and lasted throughout the summer and the field conditions were met favorably by the high school coaches and teams, youth coaches and players and women's league.

ADAMS WALK

A project developed to fully expose the aesthetic beauty of Merrymount Park, the Adams Walk project, upon completion, will rival any passive recreation facility – both in history and splendor – in the region.

This year, the granite caps were manufactured using Quincy Granite at a Vermont Quarry. The centerpiece of the project, an elaborate fountain boasting a 40-foot pool with a six and a half-foot carved granite piece topped by an 11-foot bowl. From the bowl flows a ten-foot high skyward spray, defining the grandeur of the piece. Through a partnership with Quincy Vo-Tech, students fabricated the fountain's radius fencing, creating a handsome entrance while giving students the chance to see their acquired skills endure.

Stone columns were erected by the city mason and trees were planted throughout Merrymount Park to welcome what remains to be incorporated in the Formal Garden.

In addition to the projects funded by the Park Bond, the Department dedicated manpower to the following endeavors.

CITY-WIDE BEAUTIFICATION

The city dared to stand among communities similar in size nationwide as part of the "America in Bloom" program; a beautification

contest aimed at rewarding and recognizing communities based on their commitment to revitalizing and beautifying their surroundings.

Mayor Phelan appropriated mitigation monies to fund the program at no expense to the taxpayer and introduced several initiatives to ensure the success of the endeavor while invoking the mantra, "Planting Pride in Quincy" to generate a sense of community spirit and interest. Along those lines, the Park Department oversaw the development of such beautification programs as the "Adopt-a-Sidewalk" program, allowing business owners the chance to pitch in, the "Adopt-an-Island" program, expanding the existing program to find stewards – residents, businesses or organizations alike – to care for orphan islands. In addition, the department undertook the task of beautifying high-visibility locations and placed nearly 80 planters across the city, adorned with vibrant vegetation.

At the request of the "America in Bloom" organization, the Mayor convened a "Planting Pride" Committee to brainstorm using their collective knowledge of the city to develop beautification initiatives and partnerships. The committee meshed the perspectives of municipal representatives, members of the business community, local garden club members and residents, including: David Murphy, Director of Operations for Mayor Phelan; Thomas P. Koch, Executive Director Park, Forestry & Cemetery Departments; Health Commissioner Drew Scheele; Department of Public Works Commissioner Jay Fink; Business Representatives Peter O'Connell, Lynne Houghton and Dean Rizzo; members of the press Henry Bosworth and Elizabeth Campbell; residents Jo Costello (Wollaston Garden Club), Sally Erickson (Squantum Garden Club), and local attorney Jack Garland.

Judges will visit in late July to evaluate the city based on several environmental and beautification-rooted criteria.

QUARRY HILLS BALLFIELDS

With a much-anticipated opening this spring, nearly 13 years in the making, Mayor Phelan formally christened play at the Quarry Hills facility throwing out the inaugural “first pitch” with all of the city’s Little Leaguers eagerly looking on.

Four Little League diamonds came online with three designated exclusively for Quincy use and the remaining field for regional use. In addition, a full-sided soccer field was brought online that will saw action from the high school to youth programs.

Under the lease agreement with the City, Quarry Hills is responsible for the care and maintenance of the facility, provided that their methods are accepted by the Park Department. Prior to the official opening of the fields, Park Department personnel noted turf management, irrigation and drainage issues that required addressing and rectification before all fields were accepted for use. Quarry Hills' staff worked through the spring and summer in an effort to satisfy the Park Department's requests without hindering play.

FORESTRY DIVISION

The Forestry Division of the Park Department received 1,130 calls for service this past year. In response, 136 trees were removed, 850 trimmed or pruned and 55 sprayed for insects. All tree service recommendations originate from the city's Arborist, Joseph Koch, who assesses each request before assigning the tree crew to carry out the recommended work.

The City of Quincy was named “Tree City USA” by the National Arbor Day Foundation for the 8th consecutive year recognizing its commitment to maintaining and urban forest.

In March, the Department received word from the Massachusetts Department of Environmental Management that the Mass ReLeaf Grant application proposing a tree planting on Burgin Parkway submitted had been accepted. The proposal called for thirty (30) trees to be planted

along Burgin Parkway in an effort to enhance the city's south gateway.

Mass ReLeaf is a matching grant program, and the city will receive \$5,000 from the state to match our efforts.

SPECIAL EVENTS

The Park Department is the lead or support agency for many of the municipal celebrations held annually. The department conducts the Arts in the Parks, Cleaner Greener, Neat Neighbors, Summerfest, ArtsFest, Presidents' Day and First Night events as well as the Environmental Treasures program which hosts a different exploration of nature each month.

In addition, the department assists with the Flag Day Parade and Ceremony, the Christmas Festival Parade and ceremonies, the William Degan Memorial Road Race, the Jimmy Kennedy “Squirrel Run”, the Veterans' Day Parade, the Memorial Day Parade, South Quincy Italian Festival, the Irish Festival, the August Moon Festival and many other civic and charitable events.

The Department is charged with the duty of installing lighting for the city's annual Holiday Lighting at various locations throughout the city. Quincy center boasts the largest display, with a large illuminated Santa Claus, Snowman and Toy Soldier, Nativity Scene and thousands of lights strung from the trees around McIntyre Mall and along the Hancock Street corridor as well as the Thomas Crane Public Library. Other locations for lighting included Wollaston Center, Norfolk Downs, Squantum, Houghs Neck Fire Station, Safford Park, Robert Burns Park and Shea Park.

The Park & Recreation Board receives requests each year from the city's Neighborhood Associations asking for the Department's assistance in their Christmas tree lighting ceremonies. This year, Houghs Neck, Germantown, Wollaston and Squantum sought assistance and all requests were granted.

Park & Forestry By the Numbers

| | |
|-------------|--|
| 100..... | Acres cut each week |
| 2,000..... | Gallons of paint used to mark lines at athletic facilities |
| 400..... | Yards of bark mulch |
| 2,000..... | Yards of loam |
| 350..... | Yards of diamond mix |
| 10,000..... | Pounds of marking lime |
| 500..... | Yards of wood fiber for playground surfaces |
| 3,000..... | Pounds of grass seed planted |
| 20,000..... | Pounds of fertilizer spread |
| 25..... | Acres aerated annually |
| 200..... | Barrels citywide emptied at least twice weekly |
| 34..... | Basketball Courts |
| 22..... | Tennis Courts |
| 7..... | Street Hockey / In-Line Skating Facilities |
| 1..... | Skateboard Park |
| 25..... | Little League / softball diamonds |
| 7..... | Regulation baseball diamonds |
| 3..... | Football fields |
| 6..... | Full size soccer fields (13 other facilities used to accommodate youth league regulation sizes as well as lacrosse activity) |
| 2..... | Picnic facilities |
| 3..... | Track facilities |
| 28..... | Children's Tot-lots (33 total equipment locations) |
| 2,600..... | Permit dates issued for various facilities |
| 317..... | Tree planting requests |
| 924..... | Trees trimmed, pruned, removed, etc. |

CEMETERY DEPARTMENT

Thomas P. Koch, EXECUTIVE DIRECTOR



2004 ANNUAL REPORT

The Cemetery Department has jurisdiction over six municipal cemeteries in the City of Quincy including Hancock Cemetery, Snug Harbor Cemetery, Sailors Home Cemetery, Hall Cemetery, Mount Wollaston Cemetery and Pine Hill Cemetery.

The Department is overseen by an Executive Director with 13 full-time positions and six seasonal personnel. The budget for Fiscal Year 2004 was \$512,227.00. We collected \$454,838 in receipts was for the sale of lots, perpetual care, interment and other charges.

The Cemetery Board of Managers promulgates and enforces the rules and regulations applicable to the cemeteries. The Board consists of seven members, with six appointed by the Mayor. The Mayor's appointments include: Chairman Richard Sweeney, Secretary Paul Mauriello, Peter Gacicia, Thomas Galvin, Paul Schaetzl, and Archie Wahlberg. Thomas Stansbury, the Graves Registration Office for the Department of Veterans Services is the Board's seventh member, ex-officio.

July 1, 2003 – June 30, 2004 Interments

Mount Wollaston

240

Pine Hill

220

Hall

1

Ninety-five (95) of the 461 total interments were cremations.

DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Richard H. Meade, DIRECTOR



Annual Report 2004

I. ASSESSMENT OF HOUSING & COMMUNITY DEVELOPMENT GOALS

The City of Quincy (and the Quincy-Weymouth Consortium), through the Quincy Department of Planning and Community Development (PCD), administers, federal, state and local resources, to undertake a variety of programs, projects and activities to address priority housing and community development needs in Quincy and Weymouth.

In FY 2003-04, the City of Quincy and Quincy-Weymouth Consortium received the following funds from HUD:

- *Community Development Block Grant (CDBG)*\$2,561,000
- *HOME Investment Partnerships Program (HOME)*.....\$ 825,000
- *Emergency Shelter Grant (ESG)*\$ 86,000
- *McKinney Homeless Assistance* \$1,373,451

The City and the Consortium also had the following funds available in FY 2003-2004:

- Prior Years' CDBG –Unliquidated Obligations and Uncommitted Funds, including Program Income:\$1,593,412
- Prior Years' HOME Unliquidated Obligations and uncommitted funds:\$1,428,191
- *HOME* Program Income -Unexpended as of 6/30/03
Plus amount generated in FY 03-04:\$ 654,856
- Miscellaneous Income\$ 188,530

The following indicators show that through these resources the City of Quincy contributed substantially to the overall goal of community planning and development programs to develop viable communities by providing decent housing and a suitable environment and expanding economic opportunities principally for low and moderate income persons.

Housing Indicators:

- Housing rehabilitation: successfully eliminated or addressed threats in 63 single family units, 49 rental units, and 26 non-profit housing units in Quincy
- First time homebuyers: successfully assisted 11 new homeowners.

- Fair Housing Counseling: assisted and educated 352 households, 297 of which were low-income.
- Affordable housing units created: in the process of developing 105 senior housing units at Squantum Gardens and additional CHDO housing units at Leslie and Bridge Streets; through the Quincy Inclusionary Zoning Ordinance, a 196 unit apartment building dedicated 20 rental units to affordable housing. A 21-unit town house project dedicated 1 affordable unit. CHDO projects include the acquisition of a 12-unit SRO (Claremont) with 9 HOME units and a 19-unit SRO (Winter St) with 11 HOME units.

- Code Enforcement: inspected 116 residential properties in low and moderate-income neighborhoods that were reported as having code violations; 28% of the cases were resolved.

Homeless Indicators:

- Emergency Shelter: provide emergency shelter and support services to one thousand three hundred seventy (1,370) homeless individuals;
- Transitional Housing: provided Supportive Housing Funds to: seven (7) transitional housing units for battered women and children; four (4) individuals with mental disability; seven (7) transitional housing units for homeless families with children; and assisted seventy-eight (78) individuals through work training tied in to permanent housing for the homeless.
- Transition to Permanent and Independent Living: administered eight (8) subsidies for homeless families who were physically disabled, had chronic substance abuse problem, had mental health issues or had been diagnosed with HIV/AIDS; eight (8) units of housing for veterans; sixty-two (62) certificates for individuals moving from Father Bill's Shelter into permanent housing including five (5) families with a disabled member; four (4) housing units for homeless families with children that have members in recovery from substance abuse;

Community Development Indicators:

- Public Services – benefited 27,948 persons including 7,976 seniors, 481 children and youth and thousands of older individuals that needed critical services such as mental health counseling, jobs search assistance, emergency food, and other services.
- Public Facilities – renovated 2 facilities that benefit low-moderate income persons.
- Public Works – 4 low and moderate income streets were reconstructed and completed
- Economic Development – assisted in the development of two businesses that caters to the Quincy population that created 2 jobs for low and moderate-income individuals.

II. AFFORDABLE AND FAIR HOUSING

A. CHDO/ Rental Acquisition Projects Completed Or Underway

- Quincy committed \$325,000 of HOME funds for the acquisition of a twelve (12) unit rental single room occupancy (SRO) property located at 24-26 Claremont Street. This development was under construction by the end of this period.
- Quincy reserved \$400,000 of HOME/CDBG funds for acquisition and rehabilitation of a nineteen (19) unit rental single room occupancy (SRO) building at 31-33 Winter Street.
- The City continued to work with the Elder Housing Corporation in Quincy in developing over 105 affordable rental units in Squantum Gardens/Naval Terrace for low/moderate-income elderly households. The City reserved \$250,000 of HOME funds for the reconstruction of this site. This project is waiting for permanent funding from MassHousing.

B. Rehabilitation Program

The City, through its OHR and the NHS implemented the following rehabilitation programs to eliminate code violations and substandard living conditions, and promote energy conservation:

- Grant of 50% or \$3,000 per owner-occupied unit, whichever was less, with the remaining cost not to exceed \$20,000 at:
- 0% (payable up to 15 years) or 2% deferred loan (simple interest) for low- income owner-occupied units, payable when property is sold or owner is deceased or
- 2% (payable up to 15 years) to 4% deferred loan for moderate income owner-occupied units
- Grant of 50% or \$3,000 per rental unit occupied by low/moderate income households.
- Handicapped Accessibility activities were considered part of the rehabilitation program.



Lead Paint Hazard Control activities were assisted under the regular housing rehabilitation



programs using CDBG and HOME Program Income in FY 03-04.

Using these programs, the City continued housing rehabilitation efforts to preserve existing affordable housing, and eliminate threats to public health and safety. In FY 03-04 the City expended \$657,068 of CDBG, HOME, Miscellaneous income and private funds to undertake the rehabilitation of 37 single family owner-occupied, 35 renter occupied, and 26 non-profit housing units. *See above for before and after rehabilitation pictures of a project completed that year.*

The Neighborhood Housing Services of the South Shore (NHS) rehabilitated 40 low-moderate income units using \$162,764 of CDBG revolving loan and other miscellaneous funds.

C. Other Housing Programs:

The Quincy Community Action Programs (QCAP) expended \$10,000 of CDBG funds to implement a Fair Housing Counseling Program and assisted and educated 352 households, of which 297 were low- moderate income 232 were low income. 163 of these households were female head of household, 43 were Asian, 22 were Hispanic, and 43 were Black.

HOME funds were used to provide down payment and closing cost assistance to low-income first time homebuyers. The City of Quincy's First Time Home Buyer program assisted eleven (11) households using \$38,620 of HOME funds in addition to \$416,962 of the

Massachusetts Housing Partnership "Soft 2nd Loan Program" funds.

The City of Quincy provided technical and financial assistance to Work, Inc. a non-profit housing developer, to assist with the development of a special needs housing located on Viden Road. In FY 03, \$49,725 of CDBG and HOME funds was expended for the rehabilitation of this property that now houses five Department of Mental Retardation (DMR) clients. The City of Quincy also used CDBG funds for Code Enforcement activities in low and moderate-income neighborhoods

The following properties were monitored and inspected for compliance with tenant eligibility, rental affordability and minimum HQS compliance and were found to be in full compliance.

- 191 Burgin Parkway – 9 SRO units
- 26 Morton Street – 5 SRO units
- 24-26 Claremont Street

D. Inclusionary Zoning

In 2001, the City of Quincy passed an Inclusionary Zoning Order that established an Affordable Housing Trust Fund and an Affordable Housing Trust Fund Committee. The order required that any development of 10 or more units that necessitated a variance or a special permit must provide 10% of the total units as affordable units, to be developed either on-site or off-site. Developers could also provide

50% of 10% of the construction cost of all units developed, in lieu of on-site units. The Affordable Housing Trust Committee was created to oversee all disbursement of funds and will monitor properties for compliance of this ordinance.

In FY 2003-04, the PCD monitored two developments: a) a 196-unit apartment building that dedicated 20 rental units to affordable housing; b) a 21-unit townhouse project that dedicated one affordable home ownership unit. By year-end, several projects beginning the permitting process and would need to follow the requirements of the Inclusionary Zoning Ordinance.

E. AFFIRMATIVELY FURTHERING FAIR HOUSING

The City of Quincy implemented various activities to overcome the effects of those impediments through programming and outreach.

- The City worked with Community Housing Development Organization's (CHDO) to develop special needs housing to address the need for affordable housing.
- The City continued to implement handicapped accessibility, lead paint, flood elevation and retrofitting, and regular homeowner and tenant occupied housing rehabilitation.
- Both Quincy and Weymouth worked closely with Quincy Community Action Program (QCAP) and the NHS in educating low and moderate-income households about tenants' rights and responsibilities and First Time Home Buyer opportunities.
- The City's First Time Homebuyer Program brochures were updated and also translated into Chinese to reach the largest minority group in the City. Please see above for outcome.
- QCAP Fair Housing Program (partially funded by the City of Quincy) assisted and educated 237 households. Please see above for outcome.
- The Quincy Fair Housing Committee held workshops to educate the public about the housing needs and strategies indicated in the

Impediments to Fair Housing Choice. One seminar for Realtors and landlords was held to educate them about Federal and State lead laws.

- Quincy's Fair Housing Committee continued to hold educational forums for local officials and residents on Affordable Housing issues.
- The City's **OHR** aggressively marketed its rehabilitation program to owner-occupied units and rental property owners, including Asian-American residents, through direct mailings, advertising in Chinese newspapers, having booths during Asian events (e.g., August Moon). Of the 98 households assisted in FY 03, 3 were occupied by black, 5 by Asian and 39 by female-headed households.
- NHS assisted in the rehabilitation of 40 low to moderate income housing units of which 2 were occupied by minority households and 19 by female head of household.
- A notice of program availability was directly mailed to agencies and organizations serving persons of color and/or persons of low and moderate-income, such as the Fair Housing Commission, local public housing tenant organizations and the Quincy Housing Authority.
- All HOME fund recipients were required to submit an approved affirmative marketing/tenant selection plan for units assisted under the HOME program. Compliance with the plan is being monitored by the Consortium on an annual basis.
- The Quincy Interfaith Shelter Coalition (QISC) provided referral and support services to homeless families and individuals.

III. CONTINUUM OF CARE & OTHER HOMELESS

The Consortium had taken actions to address the needs of homeless persons and the special needs of persons that were not homeless but require supporting housing, as follows:

A. Emergency Shelter Grant (ESG)

The Emergency Shelter Grant of \$86,000 was awarded to Quincy Interfaith Sheltering Coalition (QISC). QISC used these funds to provide emergency shelter and support services

for the homeless. A total of 1370 unduplicated individuals were served under this program. Of these, 54 were Hispanic, 91 black, 7 Asian and 3 American Indian.

B. Continuum of Care – Board on Homelessness – Activities and Actions to Prevent Homelessness

- The Quincy/Weymouth Continuum of Care (COC) continued to be an active organization consisting of local housing shelters, battered women's shelters, transitional housing for families and battered women, non-profit housing organizations, and health care providers.

- The COC continued to meet monthly to discuss homelessness issues, needs and challenges, identify/solicit proposals for programs and projects, evaluate proposals, package McKinney grant applications, and disseminate information to members and the general public.

- The COC enabled Weymouth & Quincy to help the homeless, assist area housing providers (to increase availability of transitional & permanent housing), and seek McKinney funding.

The COC addressed homeless needs through services provided by member organizations:

| PROGRAM | Implementing Organization | DESCRIPTION | Expended in FY 03-04 |
|---|---|---|--|
| Actions to Address Transitional Housing Needs | | | |
| Transitional Housing (Supportive Housing Program) | DOVE (Domestic Violence Ended) | This shelter for battered women leased seven units of transitional housing for battered women and children to stabilize housing for victims of domestic violence. | \$54,329.62 McKinney Homeless Assistance grants |
| Permanent supportive housing program | Quincy Interfaith Sheltering Coalition | New permanent supportive housing for four individuals that also received services from Department of Mental Health (DMH). | \$97,563.38 McKinney Homeless Assistance Grant |
| Transitional housing (Supportive Housing Program). | The City of Quincy's Commission on the Family | Stabilized homeless families and connect them to permanent housing through intervention and case management; program served families forced to remove their children from the school system because of homelessness. | \$80,451.71 McKinney Homeless Assistance grants |
| SHIP (South Shore Housing-Employment Initiative Program) | Quincy Interfaith Sheltering Coalition | Work training tied in to permanent housing for the homeless. | \$75,458.00 McKinney Homeless Assistance grants |
| Actions to Help Homeless Persons Make the Transition to Permanent and Independent Living | | | |
| Shelter plus Care Tenant-Based Rental Assistance Program | Quincy Housing Authority (QHA) and the Quincy Interfaith Sheltering Coalition | 96 certificates for individuals moving from Father Bill's Shelter into permanent housing tied to support services; included: CHD's <i>Atlantic Housing</i> that assisted 5 families w/ a disabled member; 8 subsidies for homeless families who are <i>physically disabled, have chronic substance abuse problem, have mental health issues or had been diagnosed with HIV/AIDS</i> ; and 8 housing | \$869,463 McKinney Homeless Assistance grants |

| | | | |
|---|---|--|---|
| | | units for <i>homeless veterans</i> under the Section 8 Mod. Rehab. SRO Program . | |
| Quincy/Weymouth Permanent Supportive Family Housing Program | Neighborhood Housing Services, and Shelter, Inc | 4 homeless families with children that have members in recovery from substance abuse into permanent housing. | \$38,339.42 McKinney Homeless Assistance grants |

C. FY 2003-04 McKinney Homeless Assistance Grants

The Quincy/Weymouth Consortium was awarded under HUD's 2003 McKinney Program., \$2,143,032, the largest grant that it has been awarded since this HUD program started.

- Quincy Housing Authority (QHA) in conjunction with Quincy Interfaith Sheltering Coalition (QISC) will receive \$787,920 under the Shelter plus Care (S&C) Tenant-Based Rental Assistance 5-year grant to provide for eight (8) permanent housing certificates for homeless families with a disabled member.
- QISC will receive \$170,172 three-year grant under the Supportive Housing Program for a Transitional Housing Program in 7 units for families that are victims of domestic violence.
- QHA/QISC will receive \$749,100 over a five-year period that will fund eleven (11) S&C Care certificates for chronic homeless individuals moving into permanent housing.
- QHA/QISC will receive \$136,200 for the renewal of ten (10) existing housing certificates for individuals under the S&C Program.
- QHA/QISC will receive \$299,640 for the renewal of twenty-two (22) existing housing certificates for individuals under the S&C Program.

3. COMMUNITY DEVELOPMENT

a) Public Services Programs

The City of Quincy continued to implement critical public service programs to benefit low and moderate-income persons in FY 2003-2004, and made substantial progress in program delivery for high priority needs identified in the

Consolidated Plan. Programs for the elderly, youths, the homeless, immigrants, handicapped, and economically disadvantaged individuals and households were undertaken in neighborhood centers and public facilities. Quincy budgeted \$478,348 and expended \$442,134 towards these public services programs. During the year, a total of 13,746 persons were reported as having benefited from these programs. Of this number, 2,198 persons or 16% reported a minority race or ethnicity.

b) Public Works And Neighborhood Improvements

In accordance with the FY 2000-2004 Consolidated Plan high priority needs in infrastructure improvements, Quincy expended a total of \$114,736 in FY 2003-2004 for public works projects benefiting low to moderate income areas. The specific expenditures and accomplishments are summarized below:

1) Low to Moderate Income Area Benefit: STREET IMPROVEMENTS



The City expended \$23,520 on a construction project benefiting low and moderate areas was completed in FY 03. The picture on the left is one of the streets repaired.

The City also expended

\$91,216 as final payment on a FY 02-03 construction contract.

2) Slum/Blight: URBAN REVITALIZATION DISTRICTS

In FY 2003-2004, planning and design work were started on the Quincy Center Urban Revitalization District (URD). The City hired Goody Clancy and Associates to assist the city in planning the downtown and Earth Tech to design the phase II of the Quincy Center Concourse. These costs were charged to Planning and Administration

c) Public Facilities Improvements

A number of public facilities that serve primarily low to moderate-income persons received rehabilitation funds in FY 2003-2004, as specified by high priority needs in the FY 2000-2004 Consolidated Plan assessment. The total expenditure, including program delivery amounted to \$59,604. Public Facilities assisted included:

- Quarry Street soccer field was provided with \$0000 to install a new fence around the fields boarder.
- Germantown Neighborhood Center (GNC) Expansion and renovation (333 Palmer Street) – continued with design and planning phase (see concept); this center will service an area that includes the City's largest concentration of public housing and a significant minority population; this project was sent out to bid but was not awarded because the bid amount was too high; the City is evaluating its options. \$42,693 was expended.
- Manet Community Health Center (1193 Sea Street) – This center was provided with \$4,082 for renovation.

d) Code Enforcement

- For FY 2003-2004, an expenditure of \$42,396 was made to pay the salary and benefits of a Code Enforcement Officer. The Code Enforcement Officer completed 116 inspections in low and moderate-income neighborhoods

during the year in response to complaints received. About 28% of the cases were closed.

e) Planning And Administration

During FY 2003-04 the City of Quincy expended \$522,460 for planning and administration costs associated with managing the City's CDBG, HOME, ESG and McKinney grants. Of that amount, \$441,908 was expended for overall grant oversight, various research activities and the monitoring of sub-recipients including the salary and benefits of the Council on Aging Director that supervised the City's senior services. In addition, \$70,000 was expended for the development of the Quincy Center revitalization plan through Goody Clancy. In FY 2003-2004, \$10,000 of CDBG funds also supported QCAP's *Fair Housing Counseling Program* (please see Section III.C. above for accomplishments).

f) Economic Development

Non-housing community development initiatives during FY 2003-2004 that were closely related to high priority objectives in the Consolidated Plan also included CDBG- funded economic development activities implemented through the Quincy 2000 Corporation, Quincy's local public/private partnership. All expenditures in FY 03-04 were paid for from Revolving Loan Funds on hand, leaving unexpended cash balance of \$184,273.00 in FY 03-04. These activities were designed to foster overall City economic growth in older commercial centers that were subject to economic disinvestment and the loss of businesses and jobs. In addition, CDBG funds were used for a Section 108 project. Details are as follows:

Quincy Shipyard

The Quincy Shipyard parcel and contents were sold at a public auction conducted by the U.S. Maritime Administration in FY 2002-03. As required, the City used \$732,187 of CDBG funds during the program year to repay a Section 108 loan made to Massachusetts Heavy Industries, which went bankrupt. The City continues to work toward the redevelopment of this site.

Program for Jobs Creation

Using CDBG funds as a potential funding source, along with the non-federal Business Loan Pool, Quincy 2000 offered commercial loans to businesses that created or retained jobs for low to moderate income people. The economic problem of a continuing slump in the business climate and the disastrous events of September 11, 2001 still affected some businesses abilities to reach their job goals in FY 03-04. In addition, very few businesses were willing to pursue business expansion during that year.

In FY 2003-2004 Quincy 2000 expended \$106,745 under its Commercial Loan Program. Two new projects, Rags Tavern and Italy's Little Kitchen were finalized and under agreement. The start-up business owners agreed to create or retain at least 51% of full time equivalent jobs for low- and moderate- income people and provided a yearly schedule of job creation goals for the life of their loans. These new businesses opened up creating 5 fulltime jobs, 2 filled by low and moderate income people. In addition, prior years' loan projects created 30 fulltime "low moderate income" jobs.

Technical Assistance for Microenterprises

In FY 2003-2004, Quincy 2000 continued to reach out to low and moderate income people who had a small business or a great desire to start one. Two workshops were offered in FY 03-04 with \$685 of CDBG funds. A total of 30 new low and moderate-income persons participated in these classes or for additional one-on-one assistance.

LEVERAGING

In FY 2003-2004, the City of Quincy used HUD funds to successfully leveraged substantial federal, state, local and private funds in developing critical economic development, housing, homeless and community development programs, projects and activities:

- The City's CDBG and HOME funded Residential Rehabilitation Programs leveraged at

least \$267,357 of FEMA, MassHousing, and miscellaneous income and homeowner funds.

- Quincy's First Time Homebuyer's Program assisted 11 first time homebuyers with the purchase of their first homes. First time homebuyers were given reduced mortgage rates and favorable terms. The program provided \$1,497,633 in 1st mortgage financing, \$416,962 in soft 2nd mortgages, \$52,494 in mortgage subsidy and \$41,696 in loan loss reserve funding. Also, The City used extended down payment and closing cost assistance for six (6) of the homebuyers.

- The Quincy 2000 Corporation's *Business Loan Pool* was a consortium of 11 local banks that had capitalized a \$4.5 million pool that was made available to traditionally unbankable clients. In FY 2003-2004, the *Economic Development Loan and Grant Program* through one of Quincy 2000's projects, Rags Tavern leveraged over \$150,000 of private funds towards reconstruction. Another project, Italy's Little Kitchen leveraged over \$10,000 of private funds.

- Leveraged amounts for public services activities are over \$600,000.

- Leveraged amounts for the Emergency Shelter Grant are over \$1.1 million from State, local and private sources.

. PERFORMANCE MEASURES

The City undertook several initiatives to help subrecipients develop performance measurement systems for their programs. With the help of a consultant, it conducted two technical assistance workshops on this subject matter in December, 2003 and January, 2004. This section outlines the results of these efforts.

COMMUNITY DEVELOPMENT PUBLIC SERVICES:

PROJECT 1 - LIMITED CLIENTELE PROGRAMS/SERVICES:

South Shore Elder Services - Meals on Wheels program that delivers hot, nutritious noon time meals to several disabled adults delivered 5 days a week. Service Area: City-wide;

Outcome Indicator: 5 disabled persons under the age of 60 received hot nutritious meals 5 days a week that they would not have received otherwise.

Good Shepherd Maria Droste Services - Weekly mental health counseling services provided by licensed professionals on a sliding scale fee basis to low and moderate income people who do not have insurance and/or fall through the cracks of the welfare system. Service Area: Region-wide;

Outcome Indicator: 150 out of 212 clients made significant improvement in functioning, measured by an assessment instrument

Interfaith Social Services - Successful Transitions provides interview appropriate clothing and support services to low-income women seeking employment. The goal of the program is to empower welfare to work women by improving their self-image. Service Area: City-wide;

Outcome indicator: 68 unduplicated clients obtained job interviews and 34 found permanent part-time or full-time jobs.

Quincy Community Action Program Fuel Assistance; Service Area: City-wide;
Outcome Indicator: 46 households were protected from severe cold winter

PROJECT 2 - FAMILY PROGRAMS/SERVICES:

Commission on the Family: Parent-to-Parent Program; various services and support to families of newborns, including home visits, baby supplies/necessities baskets, parenting informational bag, playgroups, etc for new mothers and their babies. Service Area: City-wide;

Outcome Indicator: 98% of 158 families visited reported an increase in knowledge of community resources.

Commission of the Family: Transitional Housing Program for homeless families in 9 housing units leased from the Elder Housing Corporation and the Quincy Housing Authority

using McKinney Funds. Outcome Indicator: 17 homeless families were provided transitional housing services and remained stable in the Quincy Public Schools.

QCAP: Emergency Food Center: Supplemental food, information and advocacy to low and moderate income individuals and families whose income is not sufficient to cover the cost of food and other basic necessities. Service Area: City-wide. Outcome Indicator: 93% of 2,327 clients served reported that food received helped them prepare more nutritious meals and save money to pay essential bills.

Asian Affairs- Translation services, counseling, outreach and referrals to the growing Asian population to enable them to access government and other services. Service Area: City-wide; Outcome Indicator: 80% of 394 Asians assisted received appropriate services.

PROJECT 18 - YOUTH PROGRAMS/SERVICES:

Quincy After School Child Care, After-school programs for children ages 4.8 to 12 in their schools where they benefit from a safe environment. Outcome Indicator: 100% of 15 school children received money for scholarships and parents responded to survey that this money has helped with their finances, as well as peace of mind in knowing their children are safe in after school hours.

PROJECT 27 - SENIOR PROGRAMS/SERVICES:

Quincy Council on Aging- Medical and non-medical transportation services, and various health and recreational services for seniors, including exercise classes, flu shot and blood pressure clinics, counseling, support groups, workshops and seminars. Service Area: City-wide;

Outcome Indicator: Senior surveys showed 35% of 4,013 elders served would not be able to make medical appointments without this service, without great cost and inconvenience to them.

Beechwood Community Life Center - Various services/activities for seniors including; information and referral, outreach, legal counseling, telephone reassurance, informational mailings, support groups, health alert bracelets, minor home repair, fire detector monitoring/installation, seminars, workshops, current events breakfast and discussion groups, recreational activities and fitness activities, health insurance counseling, blood pressure/health clinics, and caregivers. Outcome: Increase number of elders participating and improve health, lifestyle.

Squantum Community Center - Recreational activities and health related services for seniors including, knitting, arts and crafts, blood pressure and flu shot clinics. Service Area: Census tract 4174 Outcome Indicator: 100 % of Seniors are more knowledgeable of blood pressure, 80% of Seniors have acceptable blood pressure readings, 15% are at risk and 5% are currently working with doctors to get blood pressure under control.

Asian American Service Association - Various senior activities, including Quing Kung, Tai-chi, socials and celebration gatherings, outdoor programs, workshops/seminars, and arts & crafts; Service Area: City-wide; Outcome Indicator: 70% of 213 participating seniors reported that their physical and mental health was better as a result of the programs.

PROJECT 9 - AREA BENEFIT NEIGHBORHOOD CENTERS & ASSOCIATIONS:

Germantown Neighborhood Council/YMCA - Various community services/activities for all age groups, including; school vacation and sports camps, girl power camp, cheerleading and dance programs, recreational and athletic activities, drama, arts and crafts, peer leader educational programs, citizen's police academy for youth, homework center/tutoring, reading group, boys for change, mom & tot playgroups, parenting workshops, people of color focus groups, family literacy program, holiday assistance, field trips,

college financial assistance, cultural events/education, intergenerational activities, and women's workshops. Outcome: Participants improved self-esteem, confidence, better parenting skills, etc.; Enhanced knowledge among the youth; New knowledge, improved attitudes and modified behavior.

Ward IV Neighborhood Association - various services and activities, including school enrichment programs, active parenting courses, support groups, blood pressure clinics and senior activities in Ward IV. Outcome: Participants improved self-esteem, confidence, better parenting skills, etc.; new knowledge, improved attitudes and modified behavior.

PROJECT 11 - LIMITED CLIENTELE NEIGHBORHOOD CENTERS:

Atlantic Neighborhood Association - Senior, youth and community programs, that provide various activities, including summer and school vacation workshops, after school homework help, teen drop-in center, babysitting classes, holiday activities and assistance, community newsletter, ID program, socials and recreational activities. Outcome: Improved attitudes, reduced stress, and improved social skills; Improved grades and interest in school.



Montclair/Wollaston Association - provide used musical instruments to schools to be used by Low/Moderate income youth whom otherwise would not be able to afford to learn on or purchase their own instruments. Senior services include information and referral services, including newsletters and guest speaker services. Outcome Indicator: 6 students continued their music throughout June.

Houghs Neck Community Council, Inc - Youth, Women and Community /Senior programs that provide various activities, including; dance

classes, fair foods program, neighborhood bulletin, arts and crafts, homework tutoring, summer enrichment, recreational activities and socials, mom & tot playgroups, computer classes, seminars, and book clubs. Outcome Indicator: As a result of program, 21% of 118 participating youths reported improved behavior and lifestyle.; Outcome Indicator: 74% of women reported improved quality of life issues with classes.; Outcome: Participating parents were given 2-3 hours of quality time alone to improve their families level of functioning, improved communication; Increased awareness on health, improve diet, increase mental stimulation.

Ward II Community Center - Various community services and activities for all age groups, including, cheerleading and dance programs, karate, arts and crafts, summer programs, mom and tot playgroups, senior recreation and socials, and blood pressure clinics. Outcome: Improved health, stamina, concentration and relationship skills; Improved self-esteem, improve confidence and teamwork abilities; Improved health, self-confidence, increase energy.

OTHER COMMUNITY DEVELOPMENT

PROJECT 3 - CODE ENFORCEMENT

Quincy Health Department- Perform code inspections for health and safety and lead paint violations in low and moderate-income areas. Outcome indicator: 28% of code inspections received a letter of compliance

PROJECT 4 - PUBLIC FACILITIES LOW AND MODERATE INCOME

Soccer Field (Quarry Street) - Installation of new fences around soccer field.

Outcome Threats to public safety were addressed. Outcome indicator: No road injuries occurred since fence was installed

Manet Community Health Center - Upgrade and improve public facilities at two existing health centers serving local residents. Outcome: Renovation of a community health center.

Health center received HIPAA and OSHA compliance

Germantown Neighborhood Center Design and Construct neighborhood center
Status: Design

PROJECT 7 – PUBLIC FACILITIES - SLUMS AND BLIGHT

Flood Project: Newbury Street; Demolition and Clearance. Outcome: Threat to public health and safety is removed; Outcome indicator: Property is 100% cleared.

PROJECT 6 – NEIGHBORHOOD PUBLIC IMPROVEMENT

Departments of Planning and Community Development and Public Works : Engineering design and infrastructure construction at various low-moderate-income neighborhoods.

Outcome indicator: All 4 streets repaired had paved surfaces, good water drainage system, no cracks, holes or depressions on streets, or adequate lighting and traffic control



PROJECT 10 – QUINCY 2000 COMMERCIAL LOAN PROG

Quincy 2000 Corporation - Commercial Loan Program

Outcome indicator: 3 full time equivalency (FTE) jobs were created by Rag's Tavern which the project is still underway and Italy's Little Kitchen had 2 FTE jobs will be held by Low and Moderate income persons

PROJECT 34 – QUINCY 2000 TECHNICAL ASSISTANCE TO MICROENTERPRISES

Quincy 2000 Corporation - Technical Assistance to Microenterprises. Outcome indicator: 2 business created or expanded and 5 full time equivalency (FTE) total jobs created of which 2 FTE jobs will be held by low and moderate income persons

PROJECT 8 - PLANNING AND ADMINISTRATION

Department of Planning and Community Development Description: General administrative costs for CDBG program; monitoring and oversight of CDBG-funded projects and activities; grant applications; compliance with federal regulations; preparation of CAPER and Consolidated Annual Plan; preparation of Planning studies. Outcome: Compliance with CDBG, HOME, ESG and other grant conditions

City of Quincy : Master Planning for Quincy Center Revitalization (Goody, Clancy, consultant)

Outcome Indicator: Planning process initiated; conceptual plans completed.

City of Quincy -Design and Planning of Phase II of Quincy Center Concourse

Outcome Indicator: Partial completion of plans for Phase II of Quincy Center Concourse

Quincy Community Action Program -Offers assistance to first time homebuyers, homeowners, tenants, landlords, homeless, and near homeless families to help secure and stabilize housing. QCAP holds workshop to educate residents about first time homebuyer opportunities, and to educate tenants and landlords about their rights and responsibilities. Outcome: Increased number of low and moderate-income households received FTHB training.

HOUSING

PROJECT 24 – NON-PROFIT HOUSING REHABILITATION (OHR)

Quincy Office of Housing Rehabilitation Grants and loans to eliminate substandard conditions of non-profit housing units: Work Inc; Quincy Community Action Program; Granite House. Outcome Indicator: 26 assisted housing units eliminated substandard living conditions.

PROJECT 13 – SINGLE FAMILY HOUSING REHABILITATION (OHR)

Quincy Office of Housing - ants and loans to eliminate substandard living conditions, control lead paint hazards, prevent flood damage, etc. in owner occupied households; Outcome Indicator: 37 assisted housing units addressed substandard living conditions.

PROJECT 14 – MULTI FAMILY HOUSING REHABILITATION (OHR)

Quincy Office of Housing Rehabilitation- Grants and loans to eliminate substandard living conditions in rental units occupied by Low-moderate income tenants. Outcome Indicator: 35 assisted housing units addressed substandard living conditions.

PROJECT 19 – HOUSING REHABILITATION (SLUMS/BLIGHT)

Quincy Office of Housing - loans to eliminate substandard living conditions or prevent flood damage, etc. Outcome Indicator: 4 assisted housing units addressed threats to public health and safety.

PROJECT 16 – MULTI FAMILY HOUSING REHABILITATION (NHS)

Neighborhood Housing Services of the South Shore (NHS) Grants and loans to eliminate substandard living conditions in rental units occupied by low-mod. income tenants in Wards 1, 2, 3, and 4. Outcome Indicator: 14 assisted housing units addressed substandard living conditions.

PROJECT 17 – SINGLE FAMILY REHABILITATION (NHS)

Neighborhood Housing Services of the South Shore (NHS) : Grants and loans to eliminate substandard living conditions in owner occupied households in Wards 1, 2, 3, and 4 Indicator: 26 single family housing units addressed substandard living conditions.

PROJECT 21 – QUINCY FIRST TIME HOME BUYER PROGRAM

Quincy Department of Planning and Community Development - Provides to first time

homebuyers that meet certain income requirements financial assistance in the form of down payment and closing cost assistance, and interest subsidy on the second mortgage. Outcome Indicator: 11 low/moderate income program participants became homeowners.

PROJECT 22 – QUINCY CHDO AFFORDABLE HOUSING

Neighborhood Housing Services of the South Shore, Community Action Programs Inc, - Grants and loans to CHDO's for affordable housing development; Outcome Indicator: 20 affordable rental units created and stabilized housing provided for low/mod households.

PROJECT 25 – HOME – QUINCY ADMINISTRATION

Department of Planning and Community Development -Administration of HOME grant funds; responsibilities include budgeting, financial management, subrecipient monitoring, etc. Outcome: Compliance with HOME grant conditions

PROJECT 23– QUINCY RENTAL PRODUCTION

WORK, Inc. - Acquisition and renovation of special needs housing for six Department of Mental Retardation clients. Outcome Indicator: 6 affordable permanent housing for special needs (DMR) clients created.

HOMELESS/SPECIAL NEEDS

PROJECT 20 - ESG GRANT, HOMELESS SHELTER AND SERVICES

Quincy Interfaith Sheltering Coalition (QISC): Provide 24-hour, full service program for homeless men and women, including Counseling, housing search, nursing services, outreach programs for the homeless mentally ill, on-site substance abuse counseling, veterans' services, outreach to head injured clients and voice mail for housing and job search. Outcome Indicator: 1,370 homeless persons changed level of self-sufficiency.

PROJECT M-1 - TRANSITIONAL HOUSING FOR FAMILIES

Mayor's Commission on the Family: transitional housing for nine (9) homeless families at two sites; services include case management services, with the objective of moving families towards independence in the community. Outcome Indicator: Income for 9 wage earning program participants increased based on information upon entrance into program and at six-month intervals.



PROJECT M-2 TRANSITIONAL HOUSING FOR VICTIMS OF DOMESTIC VIOLENCE

Quincy Interfaith Sheltering Coalition : Provides transitional housing for battered women and their children who have become homeless due to domestic violence including intervention, assessment, case management and outreach through various shelter providers. Outcome Indicator: 7 program participants increased knowledge of domestic violence and its impact on the victim and victims children.

PROJECT M-3 - SHP – PERMANENT HOUSING FOR DISABLED ADULTS

Quincy Interfaith Sheltering Coalition - DMH House. Provides wide range of comprehensive services, which enable homeless adults to live independently in permanent supportive housing. This Program will fill a gap in the consortium with respect to a lack of permanent housing linked with supportive services for individuals with disabilities who are homeless. Outcome Indicator: 4 homeless individuals with a disability moved into permanent housing.

PROJECT M-4 - QUINCY/WEYMOUTH FAMILY HOUSING

Neighborhood Housing Services of the SS & Shelter, Inc. Provide permanent supportive housing and supportive services for homeless parents and their children who are in recovery from substance abuse. Seven total units of housing were created for families in recovery from substance abuse. Outcome Indicator: 4 program participants moved into permanent housing.

PROJECT M-5 - SHP – SOUTH SHORE HOUSING AND EMPLOYMENT INITIATIVE

QISC's South Shore Housing & Employment Initiative (SHIP) - Links Homeless individuals to job-placement, training, support, and stabilization services. Participants are assisted

with securing appropriate transitional, permanent-supportive, or permanent housing; and provides on-going supportive services for the individuals in housing. Outcome Indicator: 46% of program participants secured employment as a result of participating in program (target = 60%).

PROJECT M-6 –PERMANENT HOUSING FOR THE HOMELESS – QUINCY/WEYMOUTH SHELTER + CARE
Quincy Interfaith Sheltering Coalition's Permanent Housing Project; Quincy Housing Authority (QHA) : Provides 64 Shelter + Care TRA subsidies through seven grant awards spanning the fiscal years 1994-2007. Outcome Indicator: 76 program participants stabilized their housing after one year.



QUINCY POLICE DEPARTMENT

Chief William F. Falco



Annual Report 2004

Captain William F. Falco who had been serving as Acting Chief, was sworn in as Chief of Police on November 25, 2002. Over the past fiscal year, there were a total of fourteen retirees. One of whom was a captain, one was a lieutenant, four were sergeants and eight were officers. During this period, the department hired a total of nineteen officers and promoted one officer to lieutenant and one lieutenant to sergeant.

All officers attended In Service training at either the Plymouth or Foxboro academy from September 2003 until June of 2004. They received instruction in CPR, First Responder, Witness Examination, DNA, Criminal Procedure, Motor Vehicle Law, Statement Analysis and Terrorism. Supervisors attended similar training but consisting of different courses. Their courses were in Leadership and Management Styles, Sexual Harassment, Police and Media Relations, Critical Incident and Stress Management, Legal Aspects of Supervision and Report Writing, Mandated Reporting Issues and Planning, Problem Solving and Decision Making. All officers received firearms training in October 2003 and April 2004. The training in October 2003 consisted of a certified Massachusetts Criminal Justice Training Council approved course. The April 2004 training involved tactical as well as lowlight firearms training. All officers were required to attend a four-hour block of training involving harassment. The course was entitled Enhancing People Skills and was taught at the Quincy Police Department by an outside firm specializing in harassment issues in the workplace. Classes were broken into smaller groups and involved discussions on issues related to workplace problems at the Quincy Police Department.

In March of 2004 fifteen supervisors attended a three day course in Critical Incident Command Training at the Quincy Police Department. The training was developed for first and second line supervisory personnel who are likely to be incident commanders during the initial crisis phase of an incident. The instruction provided included classroom as well as a hands on simulator.

Two officers attended a one-week Basic Motorcycle Course instructed by certified MBTA Police motorcycle instructors. Five of the motorcycle officers attended a three-day class in Speed Measurement and Lidar Radar Operation in June of 2004. The K-9 officers continued their ongoing training in courses such as tracking and building searches. Four of the firearm instructors attended a two day class at the Sig Arms Academy to recertify as armorers.

Detectives from the Special Victims Unit, The Drug Control Unit and The Bureau Of Criminal Investigation received training in a variety of courses including but not limited to fingerprinting, arson investigation, rape investigation, juvenile fire setting, photography, video and audio recording, interview and interrogation, drug identification, the New England Narcotics Conference and a three day Reid Interview and Interrogation course.

Fourteen new officers completed their academy training in January of 2004. They attended a two-week in house training program at the Quincy Police Station and then began a two-month field-training program. During these two months the new officers were assigned a veteran officer who oversaw their induction into the Quincy Police Department. The new officers

received training every shift from their FTO's relating to Quincy Police Department policy and

procedure. Lessons taught at the police academy were applied to actual situations.

RECORD ROOM

Accidents

| | |
|----------------------|-------|
| Police Response..... | 1,936 |
| Fatalities..... | 4 |
| Pedestrians..... | 56 |

Citations

| | |
|----------------|--------|
| Arrests..... | 313 |
| Civils..... | 1,829 |
| Criminals..... | 316 |
| Warnings..... | 10,846 |

| | |
|----------------------|-------|
| Parking Permits..... | 889 |
| Fingerprints..... | 2,778 |
| Gun Permits..... | 623 |
| Hackneys..... | 70 |

COMMUNITY SERVICE UNIT – JUVENILES & ELDERLY

| | |
|--------------------------------|-----|
| Juveniles Tracked..... | 281 |
| Child Abuse..... | 37 |
| Sexual Assaults..... | 17 |
| DOVE..... | 729 |
| Restraining Orders..... | 460 |
| Robberies..... | 9 |
| Assault/Battery D/W..... | 28 |
| Breaking/Entering..... | 13 |
| Larceny..... | 29 |
| Motor Vehicle Theft..... | 1 |
| Arson..... | 3 |
| Simple Assault..... | 35 |
| Mal. Damage Property..... | 35 |
| Receiving Stolen Property..... | 6 |
| Controlled Substance..... | 23 |
| Weapons..... | 4 |
| Disorderly Conduct..... | 10 |
| Trespass..... | 9 |
| Safe Keeping..... | 1 |
| Runaway's..... | 125 |
| Harassment..... | 4 |
| Threats..... | 5 |
| CHINS..... | 27 |
| Att. Suicide..... | 2 |
| Credit Card Fraud..... | 0 |
| Alcohol..... | 9 |
| Warrants..... | 16 |
| Motor Vehicle Violations..... | 4 |

D.A.R.E. Program

In July of 2003, the Quincy Police D.A.R.E. Program sponsored and directed a 2-week summer camp. The summer camp was held at Pageant field in Quincy and was led by Officer John Grazioso, Officer Don Sautter, and Officer Kevin Mormino. Seven high school students also helped the D.A.R.E. officers direct the camp and served as peer leaders for the campers. Approximately 50 fifth grade children, who completed the D.A.R.E. Program during the school year attended the summer camp.

The primary mission of both the elementary and middle school Quincy Police D.A.R.E. program is to prevent or reduce drug abuse and violence among children. To this end, Officer Grazioso and Officer Sautter taught the D.A.R.E Program to approximately 850 fifth grade students in eleven public elementary schools and four parochial schools. The D.A.R.E. Program was also presented to approximately 750 seventh graders in the five public middle schools in Quincy.

Throughout the school year, after school programs were offered at each public elementary school and parochial school in Quincy. During this program, fifth grade students are educated about the dangers of drug and alcohol abuse by

Quincy Police D.A.R.E. Officers and high school students, who are part of a peer leadership program at area high schools. A total of twenty after school programs were conducted for approximately 450 fifth grade students, and 10-15 high school students helped deliver the program.

Drug education and awareness meetings were also offered to fifth grade students and their parents at each public elementary school and parochial school in Quincy. During the school year, fifteen student/parent meetings were presented to approximately 400 parents or guardians and 400 fifth grade students.

Whenever possible, Officer Grazioso and Officer Sautter also speak to various business and school groups to provide substance abuse education. Requests have come from many organizations, such as: Girl and Boy Scouts, elementary, middle, high schools, and colleges, home school groups, businesses offering health or drug education seminars, and basketball and baseball camps. Each year, Officer Grazioso and Officer Sautter assist with the North Quincy High School and Quincy High School after prom parties sponsored by both high schools and parents of high school students.

BUREAU OF CRIMINAL INVESTIGATIONS – ADULTS

| <u>Crime</u> | <u>Reported</u> |
|---------------------|------------------------|
| Homicides..... | 2 |
| Robbery..... | 89 |
| Assault | 41 |
| Burglary..... | 487 |
| Larceny..... | 721 |
| Auto Theft | 275 |

QUINCY POLICE DEPARTMENT

Incidents by Hour from 07/01/2003 to 06/30/2004

| <u>Hour</u> | <u>Incidents</u> | |
|--------------------|-------------------------|-----------------|
| | <u>#</u> | <u>%</u> |
| MID-1AM | 2092 | 3.2% |
| 1AM-2AM..... | 2228 | 3.5% |
| 2AM-3AM..... | 1448 | 2.2% |
| 3AM-4AM..... | 1018 | 1.6% |

| | | |
|----------------|-------|--------|
| 4AM-5AM..... | 740 | 1.1% |
| 5AM-6AM..... | 803 | 1.2% |
| 6AM-7AM..... | 1527 | 2.4% |
| 7AM-8AM..... | 1970 | 3.1% |
| 8AM-9AM..... | 2746 | 4.3% |
| 9AM-10AM..... | 3134 | 4.9% |
| 10AM-11AM..... | 3359 | 5.2% |
| 11AM-NOON..... | 3494 | 5.4% |
| NOON-1PM..... | 3214 | 5.0% |
| 1PM-2PM..... | 3321 | 5.2% |
| 2PM-3PM..... | 3389 | 5.3% |
| 3PM-4PM..... | 3498 | 5.4% |
| 4PM-5PM..... | 3560 | 5.5% |
| 5PM-6PM..... | 3745 | 5.8% |
| 6PM-7PM..... | 3547 | 5.5% |
| 7PM-8PM..... | 3511 | 5.5% |
| 8PM-9PM..... | 3330 | 5.2% |
| 9PM-10PM..... | 3354 | 5.2% |
| 10PM-11PM..... | 3005 | 4.7% |
| 11PM-MID..... | 2371 | 3.7% |
| ----- | | |
| | 64404 | 100.0% |

QUINCY POLICE DEPARTMENT

Incidents by Car Sector 07/01/2003 to 06/30/2004

| Code | A1 | A2 | A3 | B1 | B2 | B3 | B4 | C1 | C2 | C3 | D1 | D2 | D3 | Other | Totals |
|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|--------|
| Arson | 00 | 01 | 01 | 01 | 00 | 00 | 00 | 00 | 01 | 00 | 01 | 01 | 03 | 00 | 09 |
| Assault | 02 | 03 | 03 | 05 | 00 | 05 | 02 | 01 | 03 | 02 | 10 | 03 | 02 | 00 | 41 |
| B&E/M/V | 08 | 16 | 29 | 19 | 30 | 30 | 08 | 10 | 06 | 13 | 34 | 42 | 37 | 00 | 282 |
| B&E/Past | 31 | 24 | 57 | 35 | 24 | 21 | 09 | 15 | 28 | 07 | 33 | 31 | 37 | 00 | 352 |
| B&E/Prog | 04 | 02 | 04 | 06 | 05 | 07 | 00 | 02 | 02 | 02 | 09 | 06 | 07 | 00 | 56 |
| Homicide | 00 | 00 | 01 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 01 | 00 | 00 | 02 |
| Disorder | 117 | 116 | 278 | 163 | 115 | 190 | 43 | 58 | 97 | 69 | 351 | 297 | 195 | 03 | 2092 |
| Larceny | 41 | 53 | 81 | 51 | 52 | 42 | 35 | 16 | 21 | 19 | 135 | 100 | 73 | 02 | 721 |
| LARC/FA | 00 | 00 | 01 | 00 | 01 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 02 |
| LAR/MV | 13 | 25 | 48 | 27 | 24 | 42 | 13 | 05 | 06 | 03 | 33 | 34 | 31 | 00 | 304 |
| ShopLift | 00 | 19 | 65 | 24 | 65 | 19 | 00 | 00 | 00 | 00 | 78 | 74 | 30 | 00 | 364 |
| OUI | 01 | 04 | 03 | 04 | 01 | 02 | 00 | 02 | 01 | 07 | 09 | 07 | 09 | 00 | 50 |
| Arm/Rob | 02 | 02 | 09 | 10 | 04 | 05 | 00 | 01 | 00 | 01 | 06 | 04 | 08 | 00 | 52 |
| Unam/Rob | 02 | 00 | 03 | 03 | 06 | 04 | 00 | 01 | 01 | 00 | 10 | 05 | 02 | 00 | 37 |
| Vand/Cty | 00 | 00 | 07 | 07 | 02 | 09 | 03 | 01 | 08 | 05 | 05 | 05 | 04 | 00 | 56 |
| Drugs | 04 | 04 | 17 | 09 | 06 | 24 | 01 | 00 | 03 | 29 | 40 | 20 | 08 | 01 | 166 |
| Vice | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 00 | 02 | 02 | 02 | 00 | 06 |
| Pos/Weap | 00 | 00 | 02 | 00 | 01 | 01 | 00 | 00 | 00 | 00 | 04 | 01 | 01 | 00 | 10 |
| Totals | 262 | 324 | 726 | 435 | 405 | 507 | 155 | 146 | 211 | 182 | 848 | 741 | 507 | 08 | 5457 |

CRIME PREVENTION

| | |
|-------------------------------|----|
| QPD Tours..... | 25 |
| Crime Watch Programs..... | 12 |
| Rape Prevention Programs..... | 4 |
| Personal Safety Programs..... | 5 |

| | |
|---|----|
| Child Safety Program | 22 |
| Bank Robbery Program | 1 |
| Teen Dating Violence..... | 6 |
| Asian Crime Prevention | 6 |
| Drug Awareness | 4 |
| Safety Fairs..... | 4 |
| Drunk Driving | 5 |
| Senior Safety | 14 |
| Community Cookouts..... | 14 |
| Sidewalk Bazaar..... | 1 |
| Middle School Police Academy (6 weeks) | 1 |
| Senior Citizen Police Academy..... | 14 |
| High School Police Academy (QHS – 26 weeks)..... | 1 |
| High School Police Academy (NQHS – 13 weeks)..... | 1 |

The High School Police Academy programs meet one period per week and include tours of the Quincy Police Department Headquarters, Norfolk County Jail, Bay State Correctional Facility, and Quincy Fire Academy. Each student participates in a 4 hour ride-along in a police cruiser.

volunteered approximately 1500 hours assisting the Crime Prevention and Community Police Officers in community outreach programs. The Alumni Association's "Grill Team", in conjunction with the Community Police Officers, were responsible for 14 cookouts through the City. They also assisted in planning a Halloween party for the youth of Squantum.

The Citizens Police Academy Alumni Association has 48 members. These individuals

ANIMAL CONTROL

| | |
|--|------|
| Stray Dogs / Cats reclaimed by owners..... | 65 |
| Adopted Dogs..... | 52 |
| Cats / Kittens adopted..... | 302 |
| Cats / Kittens euthanized or died..... | 6 |
| Dogs euthanized or died | 1 |
| Citations issued | 6 |
| Complaints investigated | 4 |
| Hearings before Chief of Police | 2 |
| Hearings with Clerk of Courts..... | 0 |
| Deceased animals removed from streets | 705 |
| Injured wild animals | 63 |
| (New England Wildlife Ctr.- Hingham) | |
| West Nile Virus birds and wild animals for rabies testing..... | 9 |
| (State lab – Jamaica Plain) | |
| Dog Licenses issued | 1832 |
| (April 2003 thru March 2004) | |
| Dog licenses issued | 1608 |
| (April 1, 2004 thru June 30, 2004) | |

LIQUOR INPECTIONS

Inspection1378

License Board.....21

Investigations21

Verbal Warnings10

Summonses.....6

Complaints0

Suspensions1

Fraudulent I.D. Class.....5

State Hearings2



QUINCY EMERGENCY MANAGEMENT AGENCY

Thomas F. Gorman, Jr., DIRECTOR



Annual Report 2004

In 2004 the City of Quincy Emergency Management Agency continued to work with Federal, State and Local Public Safety departments. In late 2003 President Bush made the departments of Health, Public Works, Water and Sewer and other municipal utilities part of the First Responder Act for municipalities. This Act brings divisions of the City and First Responders together.

We have also been developing a positive relationship with the private sector throughout the City through the Local Emergency Planning Committee (LEPC). This group is made up of public sector, state, private, news media, both public and private health providers, along with other interested persons from the general public. Mr. Ron Donovan of the I.T.T.S. department is the chairman of the committee. We sent the second phase of this program to Massachusetts Emergency Management Agency (M.E.M.A.) for their approval.

The State Executive Office of Public Safety has assigned us to the Boston group on Homeland Security. The group was formed in early 2003 and began working on plans for both Homeland Security and the 2004 DNC. The Police, Fire, and Health departments received over \$478,000 dollars for equipment and training.

Metropolitan Mayors Coalition

We are part of the Metropolitan Mayors Coalition plan that was formulated by the ten Mayors around the City of Boston. This group has become a model for setting up the remaining Massachusetts cities and towns in forming their Homeland Security Plan. The group is in the planning stages of developing plans for

expanding mutual aid to public works, health, and police. It would be modeled after the mutual aid plan the Fire Departments uses.

Citizens Emergency Response Team (C.E.R.T.)

We have completed two training programs this year. For the first time a C.E.R.T. program was held for the private sector at State Street Securities. The classes began in October and ended in January of 2005. Plans for another course in the spring are under way. We also had a very successful C.E.R.T. training program for the public sector.

Metropolitan Area Planning Council

The Metropolitan Area Planning Council received a grant which benefited ten communities on the South Shore. The Grant was used to develop a Hazard Mitigation plan. The plan includes maps with all hazardous locations, flood control measures, wild fire, traffic, school, churches, hospital, day cares, fire and police stations, historical sites, along with other important structures.

All communities are required to have this Hazardous Mitigation plan in place in order to receive Federal funding. This plan is a great aid to the city.

Training

In June of 2004 we held a three-day course on Weapons of Mass Destruction Threat and Risk Assessment. Four instructors from Texas A&M University spent three days here training 45 members of Local Fire Service, Police Departments, Water and Sewer, DPW, Health Departments, Harbormaster, Ambulance Service

and Comcast. Seven communities took part in this training.

In March of 2005 we will host Texas A&M once again for a three day course in Preparing for and Responding to a Terrorism/CBRNE Incident.

We continue to take Homeland Security, hazardous materials and other training courses offered by Federal Emergency Management Agency, Massachusetts Emergency Management, State Fire Service, State and Local Police Department.



DEPARTMENT OF PUBLIC WORKS

Stephen T. O'Donnell, COMMISSIONER



2004 Annual Report

The primary mission of the City's Public Works Department is to repair, maintain and make improvements to the city's buildings, transportation and public service infrastructure. To that end, the administration launched the city's first ever and ambitious program to upgrade our fixed assets with several initiatives, including but not limited to:

- \$2M in capital and operating funds dedicated to the city's firehouses, schools, police station, city hall, and other city owned structures. As detailed within, this program includes long awaited roof repairs and replacements, gymnasium floors and greatly needed upgrades to heating and ventilation systems throughout the city.
- Over \$2M in funds were expended on the city's first ever pavement improvement program. This included streets in the neighborhoods of Wollaston, North Quincy, South Quincy and Squantum. Several major arterial roadways located throughout the city such as Burgin Parkway, Sea Street, Merrymount Parkway and Coddington Street were completed as well. Additional streets are scheduled for this spring. The city also began an aggressive pavement prevention maintenance program on approximately one hundred and fifty streets by crack sealing and repairing deteriorated trenches.
- Substantially completed Phase One of a multi year program to improve the water quality along Wollaston Beach by replacing water and sewer lines along Quincy Shore Drive and its abutting neighborhoods. Phase Two is scheduled to begin construction this summer.
- Worked closely with State and Federal transportation officials to secure one million

dollars in Federal Highway funding for the Hancock Street / Merrymount Parkway hazard elimination project. This project will begin construction in the spring.

- Began several water main improvement projects that will increase pressure to our customers in the Hospital Hill neighborhood and assist the city in offsetting the annual increases in MWRA rates by reducing our water system losses through leaking pipes and water main failures.
- Began an informal training program for the city snowplow operations to reduce costs by lowering the improper use of deicing materials. By increased awareness and improve plowing techniques so far this season the city has greatly reduced the number of flooding calls due to improperly plowed streets resulting in frozen catch basins and storm drains.

Solid Waste Management

This was the first year of a five-year contract with Browning Ferris Industries for weekly trash, recycling, yard waste and appliance collection. BFI provided the City with twenty-four weeks of yard waste collection for the citizens of Quincy. The collection runs from mid April until the beginning of December. Spring and summer collections are bi-weekly. Weekly collections begin in the fall when the yardwaste intake is the heaviest. The yardwaste is deposited at the DPW yard where it is processed into reusable compost. The city produces approximately 8000 cubic yards of compost a year. This was the first year that residents had the opportunity to leave their appliances curbside for pickup. The curbside pick-up has been well received by the residents. The recycle program is in its fourteenth year. It

has become a popular program with approximately 6000 tons of recycled material collected. The weekly trash collection program continues to see a rise in tonnage. This year volumes increased by approximately 4000 tons of trash collected over last year.

This was also the first year of a five year contract with Capital Waste Management. They are contracted to pick up the trash for the condominiums in the city. This service is free of charge for the condominiums located in the city. This was the first year the service was offered after the completion of a three-year pilot program. The condos receive free appliance pickup along with a paper and cardboard recycling program.

Two household hazardous waste days were held. One was held in November and one in May. Approximately six hundred (600) cars participated in the 2-day program, which was held on Saturday mornings. This program gives residents the opportunity to dispose of household items that are not picked up with regular trash.

Highway Division

The Highway Division of the DPW is responsible for street and sidewalk repair, yard operations, street sweeping, litter and trash collection, snow and ice operations and routine roadway maintenance.

The department has maintained a list of outstanding sidewalk repairs, which have been prioritized by levels of pedestrian traffic, proximity to schools and businesses and hazardous conditions. Sidewalk repairs include asphalt and concrete.

The DPW continues to maintain a vigorous surveillance of streetlights, including reporting outages to Massachusetts Electric for repairs and maintenance. We also replace and repair over two hundred (200) streetlights owned by the City of Quincy.

The DPW is responsible for tagging and removing abandoned vehicles throughout the city. Over 150 vehicles have been ticketed and approximately 42 vehicles have been towed and disposed of.

Again this year 1,008 streets were swept and the Central Business District of Quincy was swept six nights per week. Additional streets were swept for upcoming special events, parades.

Litter crews were assembled to collect debris at various locations throughout the city. The appearance of the city was enhanced by the removal of weeds cleared along sidewalks and under the tree grates that line the business districts. The sidewalk and tree grate areas were cleared of vegetation and debris, stone was added and the grates replaced. During the summer months students were hired to assist in these areas.

The snow and ice control covers two hundred and forty miles (240) miles of streets during the winter. During snowstorms, contractors are hired by the department to augment the equipment that the city owns. In addition to the streets, equipment is assigned to many areas to clear sidewalks for pedestrians. The sidewalk operations have increased due to the larger walking routes associated with the school transportation plan.

Sewer/Water/Drain

The Sewer, Water and Drain Division logged a total of 6725 calls between the hours of 7:00 a.m. and 11:00 p.m. from July 1, 2003 through June 30, 2004. Each call is considered an emergency response situation. Calls are not necessarily responded to in a chronological order. The following share equal priority: a threat to public safety, loss of drinking water, loss of sanitary sewer and threat of property damage. On occasion more than one priority call will be pending. Priority is then given to the situation with the most potential damage. For example a water main break would be tended to prior to a service leak.

The following chart breaks down the calls by type and total number for the year.

| Type of Service Performed | Total Number of Calls |
|---|-----------------------|
| Water Calls..... | 1718 |
| Miscellaneous Calls *..... | 1369 |
| Water Service Leaks..... | 74 |
| Water Main Breaks..... | 44 |
| Lead Water Services Replaced..... | 26 |
| Sanitary Sewer Repairs/Renewals..... | 44 |
| Catch Basins Cleaned..... | 1962 |
| Flood Calls | 215 |
| Fire Hydrants Repaired / Replaced | 31 |

*Miscellaneous calls include fallen trees, dead animals, potholes, police requests etc.

The city cross-connection inspectors have had an important role in assuring water quality and safety. They inspected and tested 602 backflow prevention devices. They also conduct routine surveys of facilities looking for unprotected cross-connections. They also have the responsibility of collecting twenty-three (23) weekly water samples that are tested for coliform bacteria. The presence of coliform bacteria is considered to be indirect indicators of possible water contamination.

The meter division responded to 1206 calls. They installed 660 new meters with outside readers, repaired 669 outside readers and tested 473 meters for accuracy.

The average year to date daily flow of water into Quincy in June of 2003 was 9.567 millions gallons per day (MGD). Through June of 2004 the average daily flow was 9.520 MGD. The reduction of 0.5% over FY2004 was a welcome change over the FY2003 increase of 8.2%.

There has also been a corresponding annual trend of unaccounted for water usage. Unaccounted for water is the difference between water purchased by the city and water billed out

to consumers. Over the past two years the annual calendar year unaccounted for water loss has been in the 16%-18% range. The department recognizing this trend has responded implementing an in-house leak detection program. A 6.0% reduction in unaccounted for water loss is anticipated this year.

Public Buildings

The City of Quincy has the responsibility of maintaining forty (40) buildings within its ownership. Twenty-seven of these buildings are directly related to city services i.e. Fire, Police, Administrative and Community Oriented Service. The remaining twenty-three (23) facilities are directly under the supervision of the Quincy Public Schools and its School Committee.

A Mayoral reorganization has added effectiveness to the maintenance of both city and school buildings. The Director of Building Maintenance works directly with both the Commissioner of Public Works and the Superintendent of Schools. This merger features more effective communication and ensures the sharing of valuable resources that benefit both city and school facilities.

| SITE | PROJECT | TASK |
|---------------------------------|--|----------------------------|
| City Hall (Mayor's Office)..... | ADA Doors | Installation completed |
| City Hall (Mayor's Office)..... | Carpet..... | Installation completed |
| Planning Department..... | Carpet..... | Installation completed |
| Planning Department..... | Painting | Installation completed |
| Planning Department..... | Roof Repairs | Installation completed |
| Human Resource Office | Carpet..... | Installation completed |
| Council Chambers | Lighting Replacement | Installation completed |
| Law Office..... | Shelving..... | Installation completed |
| Law Office..... | Carpet..... | Installation completed |
| City Hall..... | Elevator Hydraulic Valve..... | Installation completed |
| City Hall..... | ADA Upgrades..... | Ongoing – 90% complete |
| City Hall..... | Ventilation Duct Work Cleaned | Installation completed |
| City Hall..... | Emergency Lighting Replacement/Upgrade | Ongoing 60 % complete |
| City Hall..... | ADA Link Railings (onsite late Jan/early Feb) | Released for fabrication |
| City Hall..... | HVAC System Progress..... | Evaluations & upgrades in |
| Police Station..... | ADA Upgrades..... | Ongoing 60% completed |
| Police Station..... | Roof Repairs | Repairs completed |
| Police Station | Fire Alarm Panel | Ongoing 905 completed |
| Police Station..... | HVAC System Control Valve Replacement | Installation completed |
| Fire Headquarters | Steam Traps Cleaned and Overhauls | Repairs completed |
| Point Fire Station..... | Baseboard Heating | Installation completed |
| Wollaston Fire Station..... | Lighting Replacement | Installation completed |
| Wollaston Fire Station..... | Overhead Door Repairs | Installation completed |
| NQ Fire Station | Drains Cleaned..... | Installation completed |
| NQ Fire Station | Overhead Door Replacement..... | Installation completed |
| WQ Fire Station | Plumbing Fixtures/Drain Line Repairs | Repairs completed |
| Fire Station (All) | Boiler Overhaul / Cleaning | Overhauls completed |
| Fire Station (All) | Roof Evaluations | Evaluations completed |
| 55 Sea Street..... | Roof Repairs | Repairs completed |
| 55 Sea Street..... | HVAC Condensers Replacements..... | Replacement completed |
| Manet Health Center | ADA Plumbing Fixtures Replacement..... | Replacement completed |
| Main Library | Lighting Replacement | Replacement completed |
| Main Library | ADA Doors | Installation completed |
| Main Library | Elevator Upgrades | Installation 95% completed |
| NQ Branch Library..... | ADA Doors (Back) | Installation completed |
| Ross Parking Garage | HVAC Unit Installation..... | Installation completed |
| City Wide | ADA Upgrades..... | Upgrades 60% completed |
| City Voting Sites | ADA Upgrades..... | Upgrades completed |
| City Wide | Elevator & Fire Alarms Regular Testing & Certification | Ongoing |
| Marshall School..... | HVAC Upgrades Replacements..... | Installation 85% completed |
| Marshall School..... | Lighting Protection Installation | Installation completed |
| Marshall School..... | HVAC Vent Stacks Installation..... | Installation completed |
| Central Middle School..... | Reconstruction of Media Center Library Rooms.... | Reconstruction completed |
| | Damaged from Fire | |
| Broad Meadows School..... | Gym Roof Replacement..... | Installation completed |
| Broad Meadows School..... | Gym Floor Replacement | Installation completed |
| Atlantic Middle School | Gym Floor Replacement | Installation begins 4/4/05 |

| | | |
|-----------------------------|--|---|
| Snug Harbor | Roof Replacement begin when | Materials onsite / work to weather allows work to progress safely |
| Sterling Middle School..... | Window Repairs..... | Installation completed |
| Parker School | Elevator Valve Replacement | Installation completed |
| School Wide | Roof Evaluation / minor repairs ongoing..... | Evaluations completed throughout the year, roof replacements for additional schools will be priced and work will begin after the winter |
| School Wide | Boiler Overhaul / Cleaning | Overhauls completed |
| School Wide | Elevator / Fire Alarm Testing & Certification..... | Ongoing |
| School Wide | Boiler Evaluation | Ongoing |

Engineering Department

The Engineering Department receives numerous requests for technical services from various individuals, agencies, City Boards, and Departments, year round.

The Engineering Department is responsible for dealing with the public on many levels by maintaining a public service counter and handling complaints dealing with public facilities, surveying information and the city's infrastructure while working in conjunction with other city departments compiling data and reports.

Pavement Management

The administration has made street and sidewalk rehabilitation a high priority for the DPW through the Engineering and Operations Departments. The long-term Pavement Management System for the city consists of data collection and data analysis of all streets. The Engineering Department has completed the installation of the software, which has been implemented in the 2004 construction season. Now that the 2004 construction season is over, the system will be updated with the new information. This information consists of newly paved roads and twenty-five percent of the city streets revisited to keep the Pavement Management System current.

Construction

The Engineering Department oversees and inspects all sidewalk, roadway, drainage and watermain construction in the City.

The following is a list of Public Works construction projects and their status:

Watermain Improvement - Squantum
Contractor's Name: McLaughlin Bros.
Contracting
Contract Amount: \$1,608,727.30
% Complete: 100 percent

Main Roads Resurfacing
Contractor's Name: D&R Contracting
Contract Amount: \$2,501,558.00
% Complete: 43% percent

Local Streets Resurfacing
Aggregate Industries
Contract Amount: \$1,047,000.00
% Complete: 65%

Pavement Preventative Maintenance
Contractor's Name: Sealcoating Inc.
Contract Amount: \$530,000.00
% Complete: 40 percent

Watermain Improvement – South Quincy
Contractor's Name: McLaughlin Bros.
Contracting
Contract Amount: \$725,129.92
% Complete: 100 percent

North Quincy – Lateral Sewer Improvements
Phase I
Contractor's Name: P. Gioioso & Sons
Contract Amount: \$1,292,300.50
% Complete: 95 percent

Quincy Shore Drive Sewer Watermain
Improvement Phase I
Contractor's Name: P. Gioioso & Sons
Contract Amount: \$3,514,021.25
% Complete: 98 percent

Hancock Street/Merrymount Park Roadway
Intersection Reconstruction
Contractor's Name: P.A. Landers
Contract Amount: \$960,000
% Complete: 0 percent

Watermain Improvement – Hospital Hill
Contractor's Name: McLaughlin Bros.
Contracting
Contract Amount: \$1,280,771.65
% Complete: 45 percent

Watermain Improvement – Beale
Street/Robertson Street
Contractor's Name: McLaughlin Bros.
Contracting
Contract Amount: \$587,611.10
% Complete: 0 percent

John and Division Street Drainage Improvement
Contract's Name: P Caliacco Corp.
Contract Amount: \$259,608.00
% Complete: 5 percent

CDBG – 2004 (Citywide – Six Streets)
Contract's Name: M. Susi and Sons
Contract Amount: \$508,000.00
% Complete: 0 percent

Law Department
Investigation and preparation of 30± accident
claims and reports.

Inspectional Services
Preparation of 92± building grade reports.

Zoning Board of Appeals
Review and comment of 104± plans submitted
for Zoning Board of Applications.

Quincy Police Department

Confirmation of 40± field distance reports for
court cases. Provides testimony in court as
needed in regards to same.

City Councilors

Respond to requests from Councilors regarding
roadway, sidewalk and drainage repairs. Attend
community meetings with Councilors.

Assessors Office

Updates relevant plans and records for property
transfers and subdivisions, building additions,
new construction, demolition, etc.

Design

Prepare contract plans and documents for
Squantum Roadway and South Quincy Roadway
reconstruction.

Geographical Information System (GIS)

The City now has the City's Water Distribution
System, Zoning, Flood Plain, Assessors and
Ward/Precinct layers on the GIS in addition to
the original base layers. The City's Drainage
System has been added as well and is currently
under final review by the City's engineering
staff. We are also currently under contract for
the development of a GIS website. This will
allow citywide personnel as well as the general
public to access and utilize the various GIS
database layers as well as aerial flyover
information. The website is expected to be
completed sometime in February. The GIS has
proved to be a very useful tool in conjunction
with the Pavement Management Program as
well. We also have future plans to add the
Sewer System to the GIS. The City is also due
for another aerial flyover (generally done every
5 to 10 years) to update our existing digital
photographs (now 7 years old). This, as well as
the Sewer System, will be done, as funding
becomes available. The GIS program is
continuously being updated due to new
construction, subdivisions and changes to
existing programs.

Permits

Review and process 300± street opening permits applications. Review and process 50± curb cut applications.

Complaint Investigation and Report

Investigate, report and respond to the request/complaint roadway, sidewalk, drainage, and sewer repairs.

Community Rating System (CRS)

Enforce, undertake, and maintain flood plain management activities as required by Federal Emergency Management Agency (FEMA). Those activities qualify Quincy residents for a 15 percent reduction on flood insurance premiums from the National Flood Insurance Program (NFIP).

Traffic Division

During the fiscal year of 2004 (July 1, 2003 - June 30, 2004), the City of Quincy's Traffic of Public Works continued its effort to maintain and improve signage, pavement markings, and traffic signal operation. In addition to these tasks, the Traffic Division enforces traffic ordinances, collects outstanding parking violations and operates 2 parking facilities. Various traffic impact studies were also performed and/or reviewed during this period.

Traffic Signage

During FY 2004 the Traffic Division maintained a proactive sign maintenance program. With increased preventative maintenance, calls from the general public were less frequent. New manufacturing equipment also improved the production process allowing the fabrication of 2,142 signs. The Traffic Division performed 319 new installations, replaced 698 signs, repaired 152 signs and removed 178.

Pavement Markings

It is anticipated that efforts will be ramped up in the upcoming year to reflect a re-installation program that compares to recent years past. Thanks to the use of durable pavement markings, the overall visibility has been much better in comparison to the previous non-durable

paint application. In total, 14 tons of thermoplastic pavement marking material was applied covering 37,800 linear feet.

Traffic Signals

During FY 2004, the traffic signal unit responded to emergency and service calls while providing routine maintenance and attention to special projects. Service reports total over 500 for January-June 2004. Part of the routine service included a major campaign to replace the traffic signal incandescent lamps with new LED type indications. The new LEDs use less electricity, lasts longer and are brighter for improved safety. Additional achievements collateral to routine maintenance duties include installing gates, loops and electrical conduit necessary to upgrade the Ross parking facility ticket system in the spring of 2004.

Traffic Enforcement

To improve the efficiency of the parking ticketing process, the Parking Operations Manager created Ordinance Reference Books for the 4 coverage areas, and began the process of updating the handheld ticket writers. The reference books contain running information for each ordinance that was passed in the respective coverage area reference book. Parking control officers also report sign knockdowns to the Parking Operations Manager as part of the proactive traffic sign maintenance effort. Revenue from ticket collection totaled \$364,995 from 24,071 tickets written in FY 2004.

Parking Ticket Collection

Since the Traffic Division took over the parking clerk's responsibilities, the traffic section has had to gradually increase the resources devoted to the collection effort. The system for tracking down outstanding parking tickets has placed significant demands on the Traffic Division. Hearings are held every Thursday between the hours of 9:00am -11:00am at City Hall however, the need to answer written appeals and respond to phone call inquiries relative to parking ticket notices has risen. Most concerns refer to older parking tickets for which notices were sent by the private tracking firm MVP

Enterprises. It required the Traffic Division to respond to roughly 1100 phone calls and send out over 1000 appeal letter responses to individuals who felt they were ticketed unfairly. Reports of payment receipts from the backlog total in the hundreds of thousands of dollars with several hundred thousand still outstanding.

Parking Facilities

Significant improvements to the Ross Parking Garage were made during fiscal year 2004. The installation of new ticket equipment has significantly improved the revenue collection process. The total revenue generated for the period is \$403,636.

Traffic Studies

The majority of traffic study requests received in FY2004 are regarding the installation of

regulatory signing. Stop, yield, parking, speed and vehicle exclusion to name a few. In order to perform these studies, 25 intersections were manually counted during peak hours of the day and 11 ATR (automatic traffic recorder) counts, were taken to collect information on volume, speed and classification.

Traffic Impact Review

Hancock Street (Route 3A) at Merrymount Parkway has gone through the Massachusetts Highway Department's design and review process. Reconstruction and traffic signal installation work will begin in the near future. The City's traffic division continued to work with the Flatley Company and Mass Highway to find solutions to mitigate the traffic from the Crown Colony Office Park.



PURCHASING DEPARTMENT

Laurie M. Allen, PURCHASING AGENT



Annual Report 2004

During the course of this fiscal year, the Purchasing Department has taken on public works and building construction procurement for the City. In addition to Chapter 30B, the Purchasing Department now performs procurement according to Chapter 149 (construction work on buildings) and Chapter

30, Section 39M (construction on public works). These functions were formerly accomplished in the Department of Public Works. This transfer of duties has allowed the City's procurement operations to become centralized, streamlined, and more efficient.

The number of contracts, purchase orders and bid calls processed by the Purchasing Department in fiscal year 2004 are as follows:

| | |
|--|-----------------|
| Contracts | 202 |
| Regular Purchase Orders..... | 7,789 |
| Bid Calls..... | 40 |
| Dollar Value for Contracts Processed..... | \$17,030,870.55 |
| Dollar Value for Purchase Orders..... | \$14,545,462.37 |
| Total Dollar Value for Contracts and Purchase Orders | \$31,576,332.92 |

RECREATION DEPARTMENT

Barry J. Welch, DIRECTOR



Annual Report 2004

The Quincy Recreation Department provided to the residents of Quincy comprehensive programs, safe and quality recreational opportunities supervised by trained professional leadership from July 1, 2003 through June 30, 2004. This program offered seasonal and year round opportunities for individuals and families without regard to age or ability. These free or low cost programs are a well-run function of our local government and make the fullest use of our natural and human resources.

STAFF

At every level of recreation participation there are opportunities for fulfillment. Trained members of the Quincy Recreation staff concentrate their efforts to make real improvement in the quality of life of each participant. Each dedicated individual on our staff contributes to the overall success of our recreation programs. This year over 238 part time or seasonal leaders were involved in the safe and caring delivery of hundreds of recreational programs. There are two full time positions in the department budget that of administrative secretary and Director of Recreation.

BUDGET

The support of our elected and appointed officials is essential for the successful delivery of recreation programs to our residents. The budget of the department was prepared by the Recreation Director and presented to the Park and Recreation Board. The Park and Recreation Board approved the budget and forwarded it to the mayor for his review. The mayor approved the request and forwarded the budget to the city council. The council unanimously approved the request as presented in the Mayor's annual

budget. The total budget for FY 2004 was \$656,102; personnel services \$631,381; expenses \$16,715; and contractual \$8,000 all contributed to make up the total appropriation. The department collected \$88,411 in user fees for a variety of programs. This money was returned to the general fund.

This brought the tax-supported portion of the budget to \$567,691. With a population of 88,125 persons the per capita expenses is \$6.44 per resident.

The ever growing and extremely popular self-supporting programs were conducted by the department and the \$53,791 was collected and appropriated back to the department to pay all expenses in these activities.

SUMMER

Quincy resident and Boston Red Sox star pitcher Derek Lowe kicked off a summer-long sun protection program during a visit to the Squantum School where he discussed the importance of proper sun protection with students. Two grants made this program possible. The first was from the Massachusetts Health Officers Association and state Department of Public Health and was in the amount of \$2000. The second grant came from the Massachusetts Melanoma Foundation and was in the amount of \$1250. Working in cooperation with the Recreation Department, a portion of the money was used to buy 300 French Foreign Legion-style hats which were then distributed to youngsters at our boating and sailing program ranging in age from 8-13. The program was very successful in making the participants aware of the dangers of skin cancer. Participants who wore their hats to every class

for the entire summer were rewarded by having their name placed in a drawing for baseballs autographed by Derek Lowe.

Summer vacation recreation programs continue to attract thousands of Quincy's youth to a wide variety of programs conducted on our playgrounds, in school gyms, playing fields, parks, Lincoln Hancock Community School Pool and the waters of Quincy Bay and Black's Creek.

The Supervised Summer Playground Program was conducted in nineteen neighborhood locations. The Free program for boys and girls age 6 through 15 years of age is an important feature of the department's commitment to our neighborhoods. In the summer of 2003 a wide variety of activities were planned for both formal and informal activity. Weekly field trips brought hundreds of youngsters to Fenway Park, Georges Island, New England Patriots Training Camp, and Canobie Lake Park.

Playground leaders coached participants in inter-playground sports and city champions were crowned in Knockout, Hot Shots, 6-on-6 soccer, 3-on-3 basketball, and Wiffleball. The annual end-of-season Arts and Crafts display and contest was held at City Hall Plaza. Fore River Playground's "Wendy's Meal" was the top vote getter in public voting and was the city champion. Atlantic's "Kevin the Rec. Robot" was second and Squantum's "Pirates of the Caribbean Ship" was third with over 500 votes cast. The staff of supervisors, sports and arts and crafts specialists and 38 playground leaders all greeted hundreds of youngsters in the "Just Tuesday" barbecue that marks the last day of the summer playground season. A great day of games, sports, food and fun was had by all.

With 27 miles of waterfront the Aquatic Programs of the department continue to be the most popular of our summer offerings. The Lincoln Hancock Community School Pool was once again home to the **Summer Learn To Swim Program** and the **Recreational Swim**

Program on nights and weekends. The highly trained staff which was certified in accordance with The American National Red Cross again demonstrated serious commitment to the public to insure their safety and provide an enjoyable environment for both instruction and enjoyment. 343 persons were enrolled in the program for the July session and 353 enrolled in the August session, for a total of 696 persons in the **Learn To Swim Program**. The lesson program was conducted Mondays through Fridays. The popularity of the pool was not limited to the lesson program. Family groups, children and adults all engaged in the opportunity for recreational swimming which was supervised nights and weekend year round. With an annual attendance of over 22,000 persons, the pool programs delivered a safe and fun-filled location for enjoyment and physical fitness. The safety record of the aquatic staff contributes to the enjoyment of the participants and speaks to the dedication and training of the leaders.

The William F. Ryan Boating and Sailing Program was a popular gathering spot for over 300 boys and girls who took advantage of the ideal setting to learn the skills of rowing, sailing, canoeing and kayaking. The seven day-a-week program under the leadership of competent and enthusiastic leaders, coupled with the ideal setting in Merrymount Park continued to make this program a model for many municipalities. The Play Sun Smart program encouraged participants to wear protective hats in order to protect them from skin cancer. This program was made possible through the funding by two grants from the Massachusetts Health Officers Association and State Department of Public Health as well as the Massachusetts Melanoma Foundation. Fifteen youngsters and five boats participated in Quincy Bay Race Week activities in August. The last day of the summer season's Nautical Day attracted over 400 persons to the Ryan Boathouse who participated in family boat races, games and enjoyed a cookout.

The Quincy Recreation Department held its 26th Annual Local Track Meets in conjunction with the **Hershey National Track and Field Youth**

Program. Over 80 boys and girls took part in two community meets and 32 qualified for the state championship in Braintree, Massachusetts. There were 15 youngsters successful in winning the Massachusetts State Championship and two individuals qualified for the all expense paid trip to the National Championship in Hershey, Pennsylvania. Competing in the National Championship were Erskine Hinds in the Boys 11-12 100 meter dash, and Julia Free in the Girls 9-10 400 meter dash.

The Summer Sports Clinics and Instructional Workshop Programs were conducted on a self-supporting basis for the twentieth year.

Demonstrating the growing popularity of these programs 493 persons lined up to sign up on the first day of registration. Over 900 children enrolled in the programs by summer's end. The programs are popular, low cost, and provide quality leadership that are now a Quincy Recreation tradition. Boys' and girls' lacrosse were added to this years' program offerings indicating the growth of this sport in Quincy. The other program offerings were: wrestling, girls' basketball, boys' basketball, girls' soccer, boys' soccer, arts and crafts (2), musical theatre, dance, television production, golf, girls' softball, little league baseball, track, field, and distance, competitive swimming, cheerleading, volleyball, elementary tennis, middle school tennis (2), and advanced high school tennis.

Arts in the Parks, sponsored by the Park and Recreation Board, visited all six wards for the free night of entertainment. All programs were from 6:30-8:00p.m. and featured the "Royal Island Players." This was the eighth year of a program that brings the arts to the neighborhoods of Quincy. The department also provided staff for the Wednesday night concerts at the **Ruth Gordon Amphitheater** and this program was coordinated by the Park Department program manager.

The featured performers at this series of concerts were the Continentals Swing Band, Crewe de Roux, a Sinatra Tribute by Patrick Tobin, Irish Night, and Masquerade.

FALL AND WINTER

In September the 33rd Annual **City of Quincy Tennis Championship** was conducted to determine the best of our resident tennis players in 12 divisions of play at the Russell Park Tennis Courts. Under the watchful eye of John Franceshini, the tournament director for over 20 years, and with the Quincy Municipal Credit Union again providing financial sponsorship, the tournament was truly our own fall classic.

In January the Park and Recreation Board bestowed honor on one of the tournaments most popular participants. Richard Meade, the Director of Planning and Community Development, retired from his position with over 30 years of service, 17 as director. Rich was a tournament participant for over 20 years and a loyal advocate of the annual event. As an avid tennis player he constantly recruited new players in support of the tournament. Despite his accomplishment as a fine player he was more often cited for his true sportsmanship. The Park and Recreation Board voted unanimously to name the 50 and Over Division trophy the "Richard H. Meade Bowl." The presentation was announced to family, friends, and fellow city employees at Rich's retirement party to the delight of all. The champions for 2003 were:

Mens Singles-Jirawat Anektanasap; Mens' 35 and Over-Victor Luzarraca; Mens' 50 and Over-Dan Dunn; Mens' Doubles-Jirawat Anektanasap and Michael Chan; Mens' Singles "B"-Billy Stephens; Womens' Singles-Phoebe Chan; Womens' 35 and Over-Phoebe Chan; Womens' Doubles-Aileen Eeley and Alison Eeley; Boys' 16 and Under-Michael Chan; City Employees'-Geofferey Meade

The 6th year of the annual **Quincy Artsfest** was held 12th-14th on the grounds of Merrymount Park. A private opening was held for the artists, for friends and sponsors on Friday and the following two days open to the public. The extraordinary interest in this activity was demonstrated when 4000 persons enjoyed the art, children's workshops and ongoing entertainment under ideal weather conditions.

Once again this activity was a collaborative effort with the Quincy Art Association. Best of Show was presented to Mark Bieber for his drawing, Serendipity.

The **Learn to Skate Program** was conducted for two nine-week sessions. With two hours of lessons on Wednesdays 193 participants took part in the program at the Quincy Youth Arena. Mrs. Anne Eagles, a U.S.F.S.A. teaching professional has dedicated her time to this program for 28 years.

The core of our neighborhood based recreation program is the free **After School, Night and Saturday Morning Supervised Gym Program**. Starting November 29th the department opened fourteen gymnasiums in schools throughout Quincy's neighborhoods and they were supervised by recreation staff. The programs offered a variety of free gym activities for boys and girls age 8 through high school. The program concluded in April with its annual city basketball championships. The following schools were utilized: Atherton Hough, Atlantic Middle School, Beechwood Knoll, Charles A. Bernazzani, Lincoln Hancock, Clifford Marshall, Merrymount, Montclair, Parker, Point Webster, Snug Harbor, Squantum, Sterling Middle School, and Wollaston.

Participants could choose from gym locations and attend multiple gyms on different days. In 2003 the Christmas Vacation period for public schools was extended for a two-week period. During this vacation the Recreation Department provided an extended program to compliment the length of the vacation. February Vacation also saw an expanded schedule and increased hours of operation. More than 250 hours of additional free programming for the youngsters were available during the school vacations.

The gym programs meet the needs of participants and parents alike as they once again provided a safe and well-supervised opportunity for children to socialize, learn new skills and remain physically active.

The winners of the **All City Recreation Basketball Championship** were Montclair in the Elementary division, Atlantic in the Middle School Division, and Brian Buckley accepted the trophy as Beechwood Knoll was the winner of the George Dunn Championship for the High School Division. Buckley also conducted a basketball clinic for elementary age children at Atlantic Middle School on March 27th that was attended by over 100 young athletes.

The Recreation Department hosted the **Elks National Free Throw Contest** in 12 locations as part of the citywide gym program. One hundred and ninety-two boys and girls age 8-9, 10-11, and 12-13 competed in the first round. City Champions were crowned and advanced to a regional playoff. This even was funded by the Quincy Lodge of Elks 943. Three youngsters advanced to the State Championship in Maynard, Massachusetts and represented Quincy well in this contest. They were Matt Goreham (2nd place), Ryan Evans (4th place), and Sarah Ryan (7th place).

The **First Night Quincy Celebration** drew thousands of families from all over the South Shore to Quincy under ideal weather conditions. The 12th Annual event conducted by the Mayor's Office and under the direction of the Park Department utilized the leaders of the Recreation Department staff in a variety of ways. The staff sold 1st Night Buttons at the Annual Christmas Parade, assisted in the venue set up and the ice sculpture display. For the first time the department also prepared and distributed free hot soup from the kitchen of Wolfgang Puck to over 500 persons. The soup was donated for the event. Members of the staff also operated the First Night Store and supervised as hundreds of youngsters decorated their own New Year's hat in the First Night activity tent. Two fireworks shows once again rang in the New Year.

For thirty weeks the department co-sponsored a program for **Special Needs Adults with Cerebral Palsy of Massachusetts**. This program was conducted on Wednesday nights at

the Lincoln Hancock Community School. A highlight of the season was the annual June musical titled "Surfin' Summer" featuring the songs of the Beach Boys. The Recreation Department also sponsored an Arts/Crafts professional who visited the program one Wednesday each month.

For the **Annual Presidents' Day Celebration** the recreation staff assisted the park department with hat decorating program at City Hall. Hot chocolate was the order of the day as citizens took advantage of the newly constructed outdoor skating rink on the lawn of the Thomas Crane Public Library. Recreation staff supervised the rink constructed by Park Department employees and this activity was a popular addition under the bone-chilling weather that was perfect for the natural rink.

With Ragged Mountain operating the Blue Hills Ski Area great improvement continued to be made to the facilities. These improvements made for great skiing and snowboarding for the 60 youngsters enrolled in the **Learn to Ski Program** supervised by the Quincy Recreation Department. The five weekly lessons for youth age 8-14 provided 1 ½ hours of lessons, free skiing and supervised transportation. The program started a week late due to lack of snow and most of the snow for the skiing and snowboarding lessons throughout the season was man-made.

Adults continue to be active with the Department's Fitness Programs. The **Men's Drop in Basketball Program** was conducted from October through May on Monday nights at the Atlantic Middle School Gym. This program is fee supported. The women were active in the popular **Fitness Program at the Fore River Clubhouse**. The program had over 60 participants. The classes were conducted Monday, Wednesday, and Friday mornings from September through June. The program is fee supported.

Quincy High School Girls Soccer Coach, Don Martin, and North Quincy High School Girls

Soccer Coach, Paul Bregoli, conducted a **Soccer Skills Program** for Middle and High School age girls. This program was held at Broad Meadows Middle School on Monday and Thursday Nights and ran 7 weeks.

SPRING

Manning the grill once again at the **Annual Cleaner Greener Quincy Day** was Mayor William J. Phelan. On May 1st hundreds of Quincy residents and business leaders gave up a day to join in the annual event to clean open spaces, beaches, and community sites throughout the city. The barbecue sponsored by Stop and Shop and prepared by the members of the recreation staff is conducted to say thank you to hundreds of citizen volunteers.

The 22nd **Senior Olympics**, an event that is unique to the City of Quincy, was conducted over 10 days and had over 300 Olympians age 55 or older. Long time Squantum resident Ray McPeck had the honor of lighting the torch to open the Senior Olympics on May 10th. This unique event was once again conducted over ten days and concluded with its own medal award ceremony. Mr. McPeck, a popular and long time participant, used an Olympic Torch from the Salt Lake City Olympics to light the Quincy flame. The Olympics were dedicated to the "senior" Senior Olympian, George Conway, at 101 years old. The event is co-sponsored by the City of Quincy and Beechwood on the Bay. Recreation staff conducted the walking and running races, javelin, shot put, basketball free throw, bocce, swimming, horseshoes, softball throw, as well as running and standing long jump events. Recreation Director Barry J. Welch, an Olympic Games co-founder, served on the planning committee with Sharon Beals and Tom Clasby, Director of the Department of Elder Services. The games continue to attract statewide attention as an outstanding fitness opportunity for the elder population.

Quincy's 53rd **Annual Flag Day Parade** sponsored by the City of Quincy, the Quincy Partnership and the Koch Club was held on Saturday June 12th, 2004. The recreation

department staff assisted in the distribution of free refreshments to the 1300 youth who marched in the parade. Mayor William J. Phelan served as Honorary Chairman of this event. After a wonderful and spirited parade thousands of persons witnessed a spectacular display of fireworks over Merrymount Park and the Black's Creek lagoon. This annual event is a "right of passage" for many long time Quincy families.

By ordinance the **Director of Recreation** serves during the year as a member of the Quincy Council of Aging, the Family Commission, and the Community Policing Commission. In FY 2004 he also continued to serve as a member of the State Board of Directors of the Massachusetts Senior Games, and on the Executive Committee of the Massachusetts Recreation and Park Association. Over 75 Recreation and Park Directors came to Quincy when the department hosted a seminar on the State's C.O.R.I. regulations.

The Director of Recreation continues to serve as the managing trustee of the Dawes' Memorial Estate. Through the service of Fleet Bank, the interest on the principle of the Dawes Family trust is utilized to sustain the building in accordance with the bequest of the Dawes' will. The site at 657 Quincy Shore Drive was used extensively by a variety of small groups. The building is ideal for small staff meetings. The Recreation Department continues to utilize the site as well as the Department of Elders Services, Wollaston Mother's Club, Quincy Youth Baseball, the Quincy Bay Power

Squadron, the Lipton Cup Regatta, the Circle Yacht Club, Men's' and Women's' Softball Leagues, the Germantown Yacht Club, Alpha Delta Kappa, Quincy Telecommunications, Quincy Public Schools, and Altrusas International.

QUINCY PARK AND RECREATION BOARD

The Recreation Department lost two loyal supporters and long time members of the Park and Recreation Board in FY2004. Retired member Joseph Lydon who served six years on the board and former Ward Two Councillor Theodore DeCristofaro who served twelve years and was a member of the 2004 board both passed away. Mayor Phelan named Ted's wife, Betty DeCristofaro, as the Ward Two representative to fill out her husband's term.

The organization of the board for July 1st, 2003 through March 1st, 2004 was as follows:

Josephine Shea, Chairman; Jack Nigro, Vice-Chairman; Bryant L. Carter, Jr., Secretary; Theodore DeCristofaro; Connie Driscoll; Robert Evans; Ronald J. Mariano; Anthony R. Sansevero; and Sandy Verhault

The organization of the board for March 1st, 2004 through June 30th, 2004 was as follows:

Jack Nigro, Chairman; Connie Driscoll, Vice-Chairman; Bryant L. Carter, Jr., Secretary; Betty DeCristofaro*; Robert Evans; Ronald J. Mariano; Anthony R. Sansevero; Josephine Shea; and Sandy Verhault

* Appointed June 2004

ADMINISTRATION

Barry J. Welch

Director

Mary Elizabeth Dowling

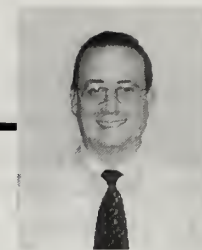
Secretary

Nancy Joyce

Summer Program Director and Supervisor General

RETIREMENT BOARD

Edward J. Masterson, DIRECTOR



Annual Report 2004

The Quincy Retirement Board manages the assets and oversees the administration of the Quincy Retirement System. There was only one

change to the makeup of the Retirement Board this year.

The five members of the Board are:

| | |
|---------------------------|------------------------|
| City Auditor (ex-officio) | Richard D. Fitzpatrick |
| Mayoral Appointee | Francis X. McCauley |
| Elected Member | George F. McCray |
| Elected Member | Richard P. Crespi |
| Appointed by other four | Roger E. Perfetti |

The Retirement Board makes the policies and the office staff carries out those directives in the administration of the System. The Board and its staff ensure that the Retirement System operates within the guidelines of M.G.L. Chapter 32 and the Public Employee Retirement Administration Commission regulations. The Board also has the responsibility of managing the assets of the system in a prudent manner to ensure the long term financial stability of the system.

The Board's investment consultant, Mr. John Haggerty of Meketa Investment Group, assisted in the search for and the hiring of a dedicated High Yield Fixed Income manager. This was to further diversify the investments of the system. The Board allocated ten percent of the total fund to Golden Tree Management.

The performance of the fund rebounded in 2003 and the return for the fund was 20.28% for the

year ended December 31, 2004. The assets were valued at 264 million dollars.

The members of the system contributed over \$4.8 million through their weekly withholdings and the City and Housing Authority contributed \$15.5 million to the Retirement System.

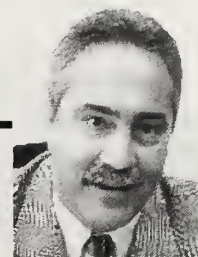
The Retirement System paid out over \$26.7 million in pension payments for the year. The breakdown of that total is: (in thousands)

| | |
|-----------------------|--------|
| Regular Payments | 20,170 |
| Survivors | 1,230 |
| Ordinary Disability | 170 |
| Accidental Disability | 3,790 |
| Accidental Death | 1,360 |

The Retirement Board staff is available to all members of the system for any questions regarding retirement benefits, from eligibility to projections of future benefits.

QUINCY PUBLIC SCHOOLS

Dr. Richard DeCristofaro, SUPERINTENDENT



Annual Report 2004

2004 was a school year where the Quincy Public Schools continued to embrace and implement its mission for students, staff and parents of the city of Quincy. Our mission is to provide a safe and nurturing learning environment for children to achieve their individual maximum potential. Our desire is to develop students who persevere in their studies, take responsibility for their choices and are honest in their character.

We seek to equip the students with the necessary skills to thrive as productive works and committed citizens and to meet the challenge of change in a global community. We strive to help children discover and explore their gifts and talents and to value and respect each other's uniqueness.

In order to accomplish our mission, staff, parents and students must work in a collaboration of effort and trust with open communication. Our success will be measured by our students who exemplify a lifelong love of learning.

Vision Statement

The vision for the Quincy Public Schools is to have a system and learning community that function with cohesive and unified goals that are understood and shared by all stakeholders. All areas of the school system will consistently communicate, collaborate and cooperate in order to provide a culture that creates an effective, safe, and nurturing environment in which children and young people may grow and learn. While we utilize the District Improvement Plan we operate within a team-based organization that serves all areas of the system and allows for shared and contributory decision-making. We have over forty active teams that represent

administrators, teachers and parents. Goals are established and embarked upon during the school year in order to share important information regarding the District Improvement Plan.

New School Committee Member

Mr. David McCarthy was elected to the School Committee. He replaced Ms. Christine Cedrone who was on the Committee for eight years. Ms. Cedrone left to further her education.

Appointments

This year presented the appointment of six new principals--Ms. Diane O'Keeffe, Beechwood Knoll; Ms. Ann Pegg, Merrymount; Ms. Susan Troy, Wollaston; Ms. Colleen Roberts, Broad Meadows; Ms. Jennifer Fay, Central; and Mr. Frank Santoro was appointed principal of Quincy High School.

New Quincy High School

Mayor Phelan urged that the school system explore the possibility of a different design for the new high school that would either be built on the fringe or encroaching on a small amount of wetlands. He recommended another architect to provide preliminary options. A new Designer Selection Team was appointed and Symmes Maini & McKee Associates were selected as the new architect for the project. Tishman Construction Corporation of Massachusetts was selected as the Project Manager. The staff of Quincy High has been very much involved in the planning of the new high school.

Budget

The FY04 appropriation was \$53,577,227 with an increase of 5% or \$3,178,861 for a total

appropriation for FY05 at \$66,756,088. The school department expects \$1,950,000 from the Circuit Breaker and \$450,000 from the Quincy College rent. There are projected funding and offsets of \$2,400,000 for a total funding for FY05 of \$69,156,088. This increase in funding allowed the school system to increase teacher salaries, and add literacy specialists, additional math positions and increase academic programs at both high schools. Increases in academic and non academic expense areas, ample funding to Special Education and continuing low class sizes were additional features of the budget increase.

Maintenance

The QPS Maintenance Department was reorganized with the two senior positions reporting to the Mayor, Superintendent, and the Commissioner of Public Works. The priorities are the school buildings, but Maintenance staff will also be more available to work on city buildings. Most of the city building work will be after normal working hours which will allow the Maintenance workers to avail themselves of overtime. The direction of this plan is to keep most of the work in-house. This merger will enhance better communication and allow increased sharing of valuable resources that benefits both school and city facilities.

Within this fiscal year, the Mayor and City Council worked together to make available funds for Capital Improvements for many city buildings. Many school buildings throughout the City, directly benefited. These invaluable funds were used to improve plumbing, heating, cooling, electrical, moisture protection, ADA upgrades, gymnasiums, elevators, fire alarms and many cosmetic but much needed improvements and renovations. Also, it is important to note that the Marshall Elementary School, after five years of building issues, was improved substantially for students and staff. Lastly, the 620 student Central Media/Technology Center was reconstructed following a very damaging fire.

Student and Staff Recognition

The Media Center at the Lincoln Hancock Community School was dedicated in honor of former Superintendent John A. Osterman. Mr. Osterman was a teacher and administrator in the Quincy public Schools for 35 years. In 1984 Mr. Osterman was appointed Superintendent of Schools. He recently passed away.

Community Business Partnerships

Through collaboration with the business community and Quincy Public Schools, the Quincy School Community Partnership proudly introduced many new and exciting initiatives, which included assembling an Executive Board, implementing goals, and implementing five major successful fundraising events – *Trick or Treat Trot Road Race, Family Walk, BeatleMania Live, Evening at the Pops with the Quincy Symphony Orchestra, the Historical Walk for Education and the Annual Golf Tournament*. Due to the success of so many new and exciting initiatives, 75 Quincy Public Schools teachers were awarded mini-grants. Teachers and students were also the direct recipients of new programs, classroom supplies and materials, and technology.

Conclusion

The students within the Quincy Public Schools continue to be supported by a caring and hardworking School Committee, Mayor, teachers, and other professional and paraprofessional staff. The staff and students look forward with anticipation to a new middle school and a new Quincy High School. After many setbacks, the Committee, staff, and students feel that we are on the road to a new Quincy High School. Our increased budget and Capital Plan for Maintenance enhanced many school buildings and services.

**Quincy Public Schools
Annual Report**

2003-2004

Richard DeCristofaro, Ed.D.
Superintendent of Schools

**Quincy School Committee
2003-2004**

The Honorable William J. Phelan, Chairman
Michale McFarland, Vice Chairman
Jo-Ann M. Bragg
Elaine F. Dwyer
Ronald J. Mariano
David McCarthy
Linda K. Stice

Richard DeCristofaro, Superintendent of Schools
and Secretary to the Quincy School Committee

VETERANS' SERVICES DEPARTMENT

Henry P. Bradley, DIRECTOR



Annual Report 2004

"Our reliance is in the love of liberty....Our defense is in the preservation of the spirit which prizes liberty as the heritage of all men, in all lands, everywhere" Abraham Lincoln

The words of President Lincoln are as true today as our young men and women serve our country throughout the world; in the war against terror in the Middle East and in the humanitarian efforts being waged in Southeast Asia.

The Veterans' Services Department has the unique opportunity to serve the city's veterans. Our mission is to see that Quincy's veterans and their dependents receive the benefits they deserve. In performing our duties, we are constantly aware of the special status of those we serve. Just as these men and women responded willingly when called to defend the people of the United States, risking their lives; so must we respond just as willingly to their needs and those of their families. We commit

ourselves to treat our veterans with compassion, respect and dignity.

Quincy is the third largest veterans' population to receive VA benefits according to the Veterans' Benefit Administration survey conducted March, 2004. Only Boston and Worcester have a larger veteran population.

The staff of Quincy Veterans' Services consists of Director Henry P. Bradley; Graves Registration Officer Thomas Stansbury; Administrative Support Staff Marianne McCormack and Patricia Barry, and the Director of the Sheila McIntyre Veterans' House, Fran McMorro.

| | |
|---|--------------|
| The number of cases aided..... | 593 |
| Total benefits distributed..... | \$338,322.68 |
| State Department Reimbursement at 75%..... | \$199,941.18 |
| Workers' Compensation and Assigned Cases..... | \$ 12,670.00 |

| | |
|--|----------------|
| The total in person inquiries to this Department veterans seeking information or assistance on medical care, housing, VA loans, pensions and financial assistance..... | 1,754 |
| Nursing home visits..... | 39 |
| Quincy Gold Star Parents, Spouses and 100% Disabled Veterans receiving the annual \$1500.00 Annuity from the Commonwealth..... | 149 |
| Total amount received from Annuity..... | \$223,500.00 |
| Total amount of VA benefits received by Quincy Veterans..... | \$9,591,185.00 |

Our Memorial Day Guest Speaker was Earl J. Kuja, Pearl Harbor Survivor and former Assistant Wiring Inspector for the City of Quincy. The Guest Speaker for Veterans' Day was Col. Mary C. Quinn, U.S. Army Retired, who served in the combat zones of both Korea and Vietnam as a nurse.

On Saturday, May 29th, we honored over 200 World War II Veterans and their families at the World War II Dedication at the Bryan Post. Live broadcast of the Washington DC ceremonies were shown on 2 large screen televisions. We had a program of live music and songs by the "Belles and the Beaus", a Quincy based group of singers, as well as other entertainment and light refreshments being served. Citations, dog tags and pens were presented by Mayor Phelan.

In November, Secretary of Veterans' Affairs Anthony J. Principi appointed Mr. Bradley to the nine member Federal Advisory Committee to help develop a feasibility study for the VA Boston Healthcare System

Between Thanksgiving and Christmas, this office distributed 18 baskets of food to needy veterans and their families, 38 gift cards for food and 3 veterans' families with children received toys.

Visits were made to the five Quincy Nursing Homes during February, "Remember the Veterans" month. Gifts of toiletries were dispersed to many grateful veterans.

During January, we distributed information packets to all the churches in Quincy for "Four Chaplains' Sunday" which was mandated by Congress to be the first Sunday in February.

This fall, the Air Force Junior ROTC from Quincy High School raised and leveled 125 Government Markers at Mt. Wollaston Cemetery. They also painted the trim and stairs of the Quincy Veterans' Services/Boyd Barracks Building.

Two young women, students at Fontbonne Academy, performed their community service requirement by inputting about 2000 burial records into our computer database.

This office continues to distribute Blue Star Banners to the immediate families of men and women serving our country. Cardboard banners are given to the extended families. Along with the banners, packets of information are given. A Support Group is held as the need arises at Quincy Medical Center. Seventeen boxes of toiletries and goodies were mailed to the soldiers in Iraq.

Fran McMorrow reports that he has full occupancy of all eight rooms at the Veterans' House and that he has assisted 151 veterans at Fr. Bill's Shelter with counseling, assisting them with hospitalizations and/or treatment programs or referring them to our office for financial assistance.

We continue to assist our veterans and their widows in filing for VA pensions, disability claims, housing loans, educational and vocational training, medical care, as well as burial and graves information. We appreciate the continued support from Mayor Phelan, the City Council and the citizens of Quincy in aiding our veterans.

*God bless America and protect our men and women
serving this country throughout the world.*

**2004 ANNUAL REPORT OF GRAVES REGISTRATION OFFICER
Thomas Stansbury**

VETERANS DECEASED DURING THE YEAR:

| | |
|--|-------|
| World War I..... | 0 |
| World War I & II..... | 0 |
| World War II | 121 |
| World War II & Korea | 8 |
| Korean | 40 |
| Korean & Vietnam | 1 |
| Vietnam | 30 |
| Lebanon | 0 |
| Granada..... | 0 |
| Panama | 0 |
| Persian Gulf..... | 3 |
| Peace Time | 2 |
| Burials in Quincy Veterans' Lot | 10 |
| Burials in Quincy Cemeteries..... | 58 |
| Burials Outside of Quincy | 103 |
| Burials in Bourne National Cemetery | 34 |
| Deceased Veterans Cards Filed in Veterans Dept | 205 |
| Burial records added to Computer files..... | 2000 |
| Total burial records in Computer files..... | 7848 |
| Flags Placed on all Veterans' Graves..... (approx) | 7,100 |
| Squares flagged in Quincy..... | 78 |
| Memorials flagged in Quincy | 34 |
| Replaced Bronze Square Markers | 1 |
| Applications for Government Markers..... | 38 |
| Government Markers installed in Quincy | 35 |
| Furnished Flags for Various Flag Poles | 45 |
| Bronze Flag Holders Repaired | 74 |

Attended all Cemetery and Veterans' Council Meetings



Financial Statistics

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III

ASSESSORS OFFICE

Marion A. Fantucchio, Chairperson



Annual Report 2004

Fiscal Year 2004 still saw increases in the sales price of homes throughout the City. Commercial properties were facing rising vacancy rates and a difficult economy.

The Assessing Department, as directed by the Department of Revenue, prepared and sent out a Request for Proposals for new assessment software. We received several proposals. The Board visited a number of communities, each of whom had the software of one of the companies who had put in a bid for Quincy's new software. In addition, representatives of each of the companies gave the Assessing Department and the Information Technology Department demonstrations of their product. After careful review of all the presentations, the Board of Assessors selected Vision Appraisal Technology. Mid year the conversion was started, which included converting all real estate records from an in house system to Vision. Included as part of the contract, Vision personnel went throughout the City and checked all properties for story height, grade, style and condition. They also took digitized pictures of each property. All of this was tied into preparing for our state mandated, triennial certification of all values for Fiscal Year 2005.

Also for Fiscal Year 2004, the Board of Assessors reviewed sales and the market in the City and again did interim adjustments on the real estate values. For Fiscal Year 2004 there were 131 applications filed on commercial

properties and 577 filed on residential properties for a total of 708 applications. There were 39 abatement applications filed on Personal Property tax bills.

A number of the applications were filed for socio-economic reasons so the Board did advise the taxpayers of the various exemptions that were available to them.

Again during the year, the Board of Assessors spoke at various workshops explaining the abatement process, the various exemptions, tax deferrals and the senior work program available to all taxpayers.

There were 1,323 applications for personal exemptions approved. They were for Elderly persons, Surviving Spouses, Blind Persons, Disabled Veterans, Tax Deferrals and others. A total of 2,357 building permits were reviewed by the Board of Assessors. Based on the building permits, 2402 deeds recorded at the Registry of Deeds affecting ownership and other documents on subdivisions, condominium conversions, mergers, takings and changes of addresses, 5640 changes on Assessors records were processed.

There were 76,560 Motor Vehicle Excise tax bills and 2603 Boat Excise bills issued, 2978 abatements due to sale, trade, incorrect place of garaging, personal exemptions, etc. were processed against these bills.

Fiscal Year 2004 Tax Rate Summary

| | | |
|----|---------------------------|------------------|
| A. | Total amount to be raised | \$214,038,533.14 |
| B. | Total estimated receipts | 82,704,965.38 |
| C. | Total levy | 131,333,567.76 |

D. Distribution of Tax Rates and Levies

| | A Class | B Levy Percentage | C Levy By Class | D Valuation By Class | E Tax Rates |
|------|-------------------|-------------------------|-----------------------|----------------------------|-------------------|
| I. | Residential | 68.9004% | \$90,491,417.59 | \$7,204,730,700. | \$12.56 |
| II. | Open Space | | | | |
| III. | Commercial | 24.4541% | \$32,114,873.62 | \$1,224,356,600. | \$26.23 |
| IV. | Industrial | 1.7628% | \$ 2,314,965.37 | \$ 88,256,400. | \$26.23 |
| V. | Personal Property | 4.8827% | \$ 6,412,311.18 | \$ 244,464,780. | \$26.23 |
| | | 100.0000 | \$131,333,567.76 | \$8,761,808,480. | |

Valuation

| | |
|--|------------------|
| Real Estate | \$8,517,343,700. |
| Tangible Personal Property | 244,464,780. |
| Total Valuation of the City as Determined for January 1, 2003 | \$8,761,808,480. |
| Total Valuation of Motor Vehicle As of June 30, 2004 | \$ 339,908,922. |
| Total Valuation of Boats as of June 30, 2004 | \$ 17,173,600. |
| | \$9,118,891,002. |

Tax Rates

| | |
|-------------|---|
| Residential | Commercial/Industrial/Personal Property |
| \$12.56 | \$26.23 |

STATUTORY EXEMPTIONS GRANTED FOR FISCAL YEAR 2004 UNDER THE PROVISIONS OF
THE FOLLOWING CLASSES:

| | NUMBER OF EXEMPTIONS | AMOUNT ABATED |
|--|-------------------------|------------------|
| SEVENTEEN E SURVIVING SPOUSES AND ELDERLY PERSONS | 267 | \$52,158.16 |
| EIGHTEEN HARDSHIP | 13 | 18,758.80 |
| TWENTY-TWO VETERANS | | |
| TWENTY-TWO (a-f) | 585 | 146,250.00 |
| TWENTY-TWO A | 10 | 4,250.00 |
| TWENTY-TWO B | 2 | 1,500.00 |
| TWENTY-TWO C | 2 | 1,900.00 |
| TWENTY-TWO E | 60 | 34,800.00 |
| THIRTY-SEVEN A BLIND | 95 | 47,500.00 |
| FORTY-ONE D ELDERLY PERSONS 70 YEARS OF AGE OR OVER | 232 | 114,410.00 |
| FORTY-ONE A DEFERRED PERSONS 65 YEARS OF AGE OR OVER | 51 | 161,652.27 |
| FORTY-TWO AND FORTY-THREE SURVIVING SPOUSES AND MINOR CHILDREN OF POLICE OFFICERS AND FIRE FIGHTERS KILLED IN THE LINE OF DUTY | 3 | 12,884.10 |
| FIFTY ELDERLY HOUSING | 3 | 1,408.20 |
| TOTALS | 1,323 | \$597,471.53 |

AUDITING DEPARTMENT

Richard Fitzpatrick, AUDITOR



2004 Auditor's Annual Report

CITY OF QUINCY, MASSACHUSETTS

STATEMENT OF NET ASSETS

JUNE 30, 2004

| | Governmental Activities | Business-Type Activities | Total |
|---|-----------------------------|-----------------------------|-----------------------------|
| ASSETS | | | |
| Current: | | | |
| Cash and short-term investments | \$ 41,388,907 | \$ 12,368,605 | \$ 53,757,512 |
| Investments | 4,257,927 | 2,091,347 | 6,349,274 |
| Receivables, net of allowance for uncollectibles: | | | |
| Property taxes | 2,922,840 | - | 2,922,840 |
| Excises | 1,233,918 | - | 1,233,918 |
| User fees | 3,511,365 | 166,299 | 3,677,664 |
| Departmental and other | 815,832 | - | 815,832 |
| Intergovernmental | 1,670,057 | - | 1,670,057 |
| Due from (to) other funds | 139,986 | (139,986) | - |
| Other assets | 34,583 | 14,573 | 49,156 |
| Noncurrent: | | | |
| Receivables, net of allowance for uncollectibles: | | | |
| Property taxes | 2,763,992 | - | 2,763,992 |
| Other assets | 345,834 | - | 345,834 |
| Loans | 12,100,000 | - | 12,100,000 |
| Capital assets, net of accumulated depreciation | <u>133,004,621</u> | <u>471,778</u> | <u>133,476,399</u> |
| TOTAL ASSETS | 204,189,862 | 14,972,616 | 219,162,478 |
| LIABILITIES | | | |
| Current: | | | |
| Accounts payable | - | 485,083 | 485,083 |
| Accrued liabilities | 15,114,084 | 340,672 | 15,454,756 |
| Deferred revenues | - | 1,135,124 | 1,135,124 |
| Tax refunds payable | 1,032,718 | - | 1,032,718 |
| Notes payable | 6,000,000 | - | 6,000,000 |
| Other current liabilities | 538,611 | 525,722 | 1,064,333 |
| Current portion of long-term liabilities: | | | |
| Bonds payable | 6,186,609 | 55,000 | 6,241,609 |
| Compensated absence | 437,557 | 16,118 | 453,675 |
| Other liabilities | 6,546,674 | 9,207 | 6,555,881 |
| Noncurrent: | | | |
| Bonds payable, net of current portion | 60,687,902 | 110,000 | 60,797,902 |
| Compensated absence | 8,313,586 | 174,932 | 8,488,518 |
| Other liabilities, net of current portion | <u>28,247,415</u> | <u>8,390</u> | <u>28,255,805</u> |
| TOTAL LIABILITIES | 133,105,156 | 2,860,248 | 135,965,404 |
| NET ASSETS | | | |
| Invested in capital assets, net of related debt | 70,880,050 | 306,778 | 71,186,828 |
| Restricted for: | | | |
| Grants and other statutory restrictions | 5,736,509 | - | 5,736,509 |
| Permanent funds: | | | |
| Expendable | 746,391 | - | 746,391 |
| Nonexpendable | 2,401,313 | - | 2,401,313 |
| Unrestricted | <u>(8,679,557)</u> | <u>11,805,590</u> | <u>3,126,033</u> |
| TOTAL NET ASSETS | \$ <u>71,084,706</u> | \$ <u>12,112,368</u> | \$ <u>83,197,074</u> |

CITY OF QUINCY, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2004

| | | Program Revenues | | | Net (Expenses) Revenues and Changes in Net Assets | | |
|--|----------------|------------------|--------------------------|--------------------------|---|-----------------|----------------|
| | | Charges for | Operating | Capital | Governmental | Business- | Total |
| | Expenses | Services | Grants and Contributions | Grants and Contributions | Activities | Type Activities | |
| Governmental Activities: | | | | | | | |
| General government | \$ 6,378,439 | \$ 1,509,030 | \$ 947,516 | \$ - | \$ (3,921,893) | \$ - | \$ (3,921,893) |
| Public safety | 36,405,732 | 3,343,112 | 1,669,092 | - | (31,393,528) | - | (31,393,528) |
| Education | 90,272,285 | 2,617,819 | 36,559,482 | 1,253,751 | (49,841,233) | - | (49,841,233) |
| Public works | 35,410,282 | 25,402,507 | 7,932,358 | 1,038,988 | (1,036,429) | - | (1,036,429) |
| Health and human services | 5,531,681 | 108,856 | 4,131,945 | - | (1,290,880) | - | (1,290,880) |
| Culture and recreation | 6,098,889 | 36,878 | 458,147 | 16,477 | (5,587,387) | - | (5,587,387) |
| Employee benefits | 45,639,230 | - | - | - | (45,639,230) | - | (45,639,230) |
| Interest | 2,823,999 | - | - | - | (2,823,999) | - | (2,823,999) |
| Intergovernmental | 3,115,543 | - | - | - | (3,115,543) | - | (3,115,543) |
| Total Governmental Activities | 231,676,080 | 33,018,202 | 51,698,540 | 2,309,216 | (144,650,122) | - | (144,650,122) |
| Business-Type Activities: | | | | | | | |
| Quincy College | 14,899,772 | 16,048,785 | - | - | - | 1,149,013 | 1,149,013 |
| Total | \$ 246,575,852 | \$ 49,066,987 | \$ 51,698,540 | \$ 2,309,216 | (144,650,122) | 1,149,013 | (143,501,109) |
| General Revenues: | | | | | | | |
| Property taxes | | | | | 130,380,684 | - | 130,380,684 |
| Excise taxes | | | | | 8,182,457 | - | 8,182,457 |
| Penalties, interest and other taxes | | | | | 1,711,338 | - | 1,711,338 |
| Grants and contributions not restricted to specific programs | | | | | 22,100,872 | - | 22,100,872 |
| Investment income | | | | | 561,161 | 127,908 | 689,069 |
| Miscellaneous | | | | | 2,039,666 | - | 2,039,666 |
| Permanent fund contributions | | | | | 42,839 | - | 42,839 |
| Total general revenues and contributions | | | | | 165,019,017 | 127,908 | 165,146,925 |
| Change in Net Assets | | | | | 20,368,895 | 1,276,921 | 21,645,816 |
| Net Assets: | | | | | | | |
| Beginning of year | | | | | 50,715,811 | 10,835,447 | 61,551,258 |
| End of year | | | | | \$ 71,084,706 | \$ 12,112,368 | \$ 83,197,074 |

CITY OF QUINCY, MASSACHUSETTS

GOVERNMENTAL FUNDS

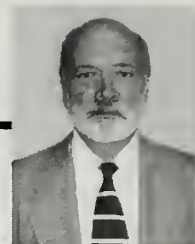
BALANCE SHEET

JUNE 30, 2004

| | <u>General</u> | <u>Nonmajor Governmental Funds</u> | <u>Total Governmental Funds</u> |
|--|-----------------------------|--|---|
| ASSETS | | | |
| Cash and short-term investments | \$ 20,308,060 | \$ 21,080,847 | \$ 41,388,907 |
| Investments | 1,402,221 | 2,855,706 | 4,257,927 |
| Receivables: | | | |
| Property taxes | 8,089,155 | - | 8,089,155 |
| Excises | 3,913,554 | - | 3,913,554 |
| User fees | 4,139,373 | - | 4,139,373 |
| Departmental and other | - | 815,832 | 815,832 |
| Intergovernmental | - | 1,670,057 | 1,670,057 |
| Due from other funds | 233,000 | - | 233,000 |
| Loans | <u>12,100,000</u> | <u>-</u> | <u>12,100,000</u> |
| TOTAL ASSETS | \$ <u>50,185,363</u> | \$ <u>26,422,442</u> | \$ <u>76,607,805</u> |
| LIABILITIES AND FUND BALANCES | | | |
| Liabilities: | | | |
| Accrued liabilities | \$ 8,130,955 | \$ - | \$ 8,130,955 |
| Deferred revenues | 27,804,163 | 815,832 | 28,619,995 |
| Tax refunds payable | 1,032,718 | - | 1,032,718 |
| Due to other funds | - | 93,014 | 93,014 |
| Notes payable | - | 1,000,000 | 1,000,000 |
| Other liabilities | <u>535,603</u> | <u>3,008</u> | <u>538,611</u> |
| TOTAL LIABILITIES | 37,503,439 | 1,911,854 | 39,415,293 |
| Fund Balances: | | | |
| Reserved for: | | | |
| Encumbrances and continuing appropriations | 4,237,298 | - | 4,237,298 |
| Perpetual (nonexpendable) permanent funds | - | 2,401,313 | 2,401,313 |
| Unreserved: | | | |
| Undesignated, reported in: | | | |
| General fund | 8,444,626 | - | 8,444,626 |
| Special revenue funds | - | 11,008,018 | 11,008,018 |
| Capital project funds | - | 10,354,866 | 10,354,866 |
| Permanent funds | <u>-</u> | <u>746,391</u> | <u>746,391</u> |
| TOTAL FUND BALANCES | <u>12,681,924</u> | <u>24,510,588</u> | <u>37,192,512</u> |
| TOTAL LIABILITIES AND FUND BALANCES | \$ <u>50,185,363</u> | \$ <u>26,422,442</u> | \$ <u>76,607,805</u> |

TREASURER

James L. Chiccino, TREASURER/TAX COLLECTOR



Annual Report 2004

| | General | Nonmajor Governmental Funds | Total Governmental Funds |
|--|---------------------------|-----------------------------------|--------------------------------|
| Revenues: | | | |
| Property taxes | \$ 131,613,163 | \$ - | \$ 131,613,163 |
| Excises | 8,471,804 | - | 8,471,804 |
| Penalties, interest and other taxes | 1,711,338 | - | 1,711,338 |
| Charges for services | 26,634,972 | 2,594,643 | 29,229,615 |
| Intergovernmental | 49,912,914 | 19,662,937 | 69,575,851 |
| Licenses and permits | 1,508,487 | - | 1,508,487 |
| Investment Income | 487,231 | 68,165 | 555,396 |
| Miscellaneous | <u>3,263,928</u> | <u>7,647,818</u> | <u>10,911,746</u> |
| Total Revenues | 223,603,837 | 29,973,563 | 253,577,400 |
| Expenditures: | | | |
| Current: | | | |
| General government | 7,373,810 | 319,627 | 7,693,437 |
| Public Safety | 35,529,279 | 659,315 | 36,188,594 |
| Education | 76,793,065 | 13,069,523 | 89,862,588 |
| Public Works | 34,116,973 | 13,363,013 | 47,479,986 |
| Health and human services | 1,473,357 | 4,332,144 | 5,805,501 |
| Culture and recreation | 4,707,147 | 3,588,414 | 8,295,561 |
| Employee benefits | 44,352,623 | - | 44,352,623 |
| Debt service | 8,996,794 | - | 8,996,794 |
| Intergovernmental | 3,115,543 | - | 3,115,543 |
| Miscellaneous - QMC | <u>4,588,667</u> | <u>-</u> | <u>4,588,667</u> |
| Total Expenditures | <u>221,047,258</u> | <u>35,332,036</u> | <u>256,379,294</u> |
| Excess (deficiency) of revenues over expenditure | 2,556,579 | (5,358,473) | (2,801,894) |
| Other Financing Sources (Uses): | | | |
| Proceeds of bonds | - | 15,995,625 | 15,995,625 |
| Proceeds of notes (QMC) | 4,588,667 | - | 4,588,667 |
| Operating transfers in | 1,720,200 | - | 1,720,200 |
| Operating transfers out | <u>-</u> | <u>(1,720,200)</u> | <u>(1,720,200)</u> |
| Total Other Financing Sources (Uses) | <u>6,308,867</u> | <u>14,275,425</u> | <u>20,584,292</u> |
| Excess (deficiency) of revenues and other sources over expenditures and other uses | 8,865,446 | 8,916,952 | 17,782,398 |
| Fund Equity, at Beginning of Year | <u>3,816,478</u> | <u>15,593,636</u> | <u>19,410,114</u> |
| Fund Equity, at End of Year | <u>\$12,681,924</u> | <u>\$24,510,588</u> | <u>\$37,192,512</u> |



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